

BOARD OF SUPERVISORS

Brown County



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EDUCATION & RECREATION COMMITTEE

John Van Dyck, Chair
Corrie Campbell, Vice Chair
Tom Katers, Staush Gruszynski, Harold Kaye

EDUCATION & RECREATION COMMITTEE

Thursday, August 6, 2015

5:30 p.m.

Neville Public Museum

Meeting Rooms 122 - 123

210 Museum Place, Green Bay, WI

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON
ANY ITEMS LISTED ON THE AGENDA**

****PLEASE NOTE LOCATION****

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of July 1, 2015.

Comments from the Public

1. Review Minutes of:
 - a. Library Board (May 14, 2015).
 - b. Neville Public Museum Governing Board (June 8 & July 13, 2015).

Communications

2. Communication from Supervisors Erickson and Lund re: Create a ticket surcharge whenever possible to go into a maintenance fund for the arena complex to replenish the capital fund;
standing item per motion at July meeting.

Resch Centre/Arena/Shopko Hall

3. Complex Attendance for the Brown County Veterans Memorial Complex.

Library

4. Budget Status Financial Report for June, 2015.
5. 2015 Five-year Capital Improvement Plan (CIP).
6. Discussion and possible action re: Southwest Library Branch expansion.
7. Discussion and possible action re: redesign and replacement of parking lot at Central Library.
8. Director's Report.

Museum

9. Budget Status Financial Report for June, 2015.
10. Director's Report.

Golf Course

11. Budget Status Financial Report for June, 2015.
12. Superintendent's Report for July, 2015.

NEW Zoo & Park Management

13. Parks Budget Status Financial Report for June, 2015.
14. Parks Open Positions Report.
15. Approval of bid for Bay Shore dredging (bid tabulation to be handed out at meeting).
16. Discussion re: maintenance on State Trails within Brown County.
17. Discussion re: permitting issue with the Way Morr bridge project.
18. Approval of 2015 hunting dates and seasons in the Parks.
19. Approval of friend's group contribution; *motion at July meeting: To hold the policy for 30 days.*
20. Budget Adjustment Request (15-53): Any increase in expenses with an offsetting increase in revenue.
21. Resolution re: To approve an easement from Brown County to the City of De Pere for a sanitary sewer line.
22. Field Staff Reports/Attendance Reports.
23. Assistant Director's Report.
24. Zoo Budget Status Financial Report for June, 2015.
25. Zoo Monthly Activity Report for July, 2015.
26. Zoo & Park Management: 2015 Five-year Capital Improvement Plan (CIP).

Other

27. Audit of bills.
28. Such other matters as authorized by law.
29. Adjourn.

John Van Dyck, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

**PROCEEDINGS OF THE BROWN COUNTY
EDUCATION AND RECREATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Education and Recreation Committee** was held on Wednesday, July 1, 2015 at the Brown County Golf Course, 897 Riverdale Drive, Oneida, WI.

Present: Chairman Van Dyck, Supervisor Katers, Supervisor Kaye, Supervisor Gruszynski, Supervisor Campbell

Also Present:

Beth Lemke (Neville Museum Director)
Neil Anderson (Zoo Director)
Matt Kriese (Asst. Park Director)
Brian Simons (Library Director)
Lori Denault (Library – Finance Manager)

Scott Anthes (Golf Course – Superintendent)
Supervisors Bernie Erickson, Dave Landwehr and
Allan Jamir.
Other Interested Parties

I. Call to Order.

The meeting was called to order by Chairman Van Dyck at 5:30 p.m.

II. Approve/Modify Agenda.

Motion made by Supervisor Kaye, seconded by Supervisor Katers to approve. Vote Taken. MOTION CARRIED UNANIMOUSLY

III. Approve/Modify Minutes of June 4, 2015 and Special Meeting of May 20, 2015.

Motion made by Supervisor Katers, seconded by Supervisor Kaye to approve. Vote Taken. MOTION CARRIED UNANIMOUSLY

Comments from the Public

Brian and Christina Lueth – 1979 Scheuring Road, De Pere. Mr. and Mrs. Lueth advised the Committee that they own a wedding and event planning business and recently had a wedding at Pamperin Park. They wanted to recognize the staff at Pamperin Park and say what a great asset they are to the County, specifically, Val, Paige, Amber, Jim and Zach. These individuals were very helpful and went above and beyond which was very much appreciated.

Supervisor Gruszynski arrived at 5:32 p.m.

1. Review Minutes of:

- a. **Library Board (May 14, 2015).**

Motion made by Supervisor Katers, seconded by Supervisor Kaye to approve. Vote Taken. MOTION CARRIED UNANIMOUSLY

Reasons for Turnover Report

2. Education & Recreation Committee for Month of April, 2015.

Motion made by Supervisor Gruszynski, seconded by Supervisor Katers to receive and place on file. Vote Taken. MOTION CARRIED UNANIMOUSLY

Supervisor Campbell arrived at 5:37 p.m.

Communications

3. **Communication from Supervisors Erickson and Lund: Create a ticket surcharge whenever possible to go into a maintenance fund for the arena complex to replenish the capital fund. *June Motion: To hold for 30 days until the July meeting and bring back the figures.***

Van Dyck stated that his understanding from speaking with Chairman Moynihan is that a group consisting of Supervisor Campbell, himself, and Supervisor Schadewald has been formed to meet with PMI on this issue. Van Dyck asked that if any other Supervisors wish to be on the committee they should advise Moynihan of the same.

Supervisor Erickson asked if there was an indication when this group will be meeting. Van Dyck did not know when the group would meet as he just found out about the group today. Erickson asked that he and Supervisor Lund be kept advised of meeting dates. Erickson also indicated that he was asked by Supervisor Lund to apologize that he was unable to attend tonight's meeting.

Katers questioned if this group will be meeting with PMI on a regularly scheduled basis and Van Dyck's understanding is that they will meet with PMI for as long as it takes to get some sort of resolution. Now that the group has been formed Van Dyck will reach out to the other members of the group and determine a method by which they wish to proceed and they will then reach out to PMI for preliminary discussions.

Motion made by Supervisor Kaye, seconded by Supervisor Campbell to receive and place on file, and add as a standing item to the Ed & Rec agenda. Vote Taken. MOTION CARRIED UNANIMOUSLY

4. **Resch Centre/Arena/Shopko Hall – Complex Attendance for the BC Veterans Memorial Complex.**

Motion made by Supervisor Gruszynski, seconded by Supervisor Kaye to receive and place on file. Vote Taken. MOTION CARRIED UNANIMOUSLY

NEW Zoo & Park Management

5. **Parks Budget Status Financial Report for May, 2015.**

Assistant Park Director Matt Kriesie indicated that everything is on track as far as the budget is concerned. With regard to the \$18,000 that was budgeted for logging, Van Dyck asked if that was a fall item. Kriesie responded that he just spoke with the forester who went through and mapped out the timber harvest and will start marking timber in August. Contracts will go out this fall and Kriesie noted that it will be a two year contract which should bring in more vendors. The plan is to start the logging in fall and continue on for a year and a half from there.

Van Dyck also mentioned the Rails to Trails item and asked what the \$92,000 outlay is for. Kriesie responded that that is the culvert project that is currently being worked on by De Groot. Kriesie continued that this is covered by half stewardship funding and half Rails to Trails funding. If everything holds to budget, the net Rails to Trails impact would be \$7,500, but Kriesie noted that they have never taken money from the general fund on trails. There is a small cash on hand balance that carries over every year.

Motion made by Supervisor Katers, seconded by Supervisor Campbell to receive and place on file. Vote Taken. MOTION CARRIED UNANIMOUSLY

6. **Approval of friends group contributions.**

Kriesie provided a handout (attached) re: County Contributions for Park Projects and informed that to keep things simple he wrote a very definitive simple departmental policy, something as a guiding principal as they move forward. The policy was somewhat internal so he was looking for approval from the committee. He was looking for approval on the contributions so next month via resolution or budget adjustment, those dollar amounts would come into the Park budget as a line item and the expenditures would be made after once approved by full board and the August meeting.

Kriesie informed that the intent of the policy was to create a process in which the funds were contributed to previously approved park projects by the Education and Recreation Committee. Referring to "Definitions" on the

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handout, Kriese added that "Park Project" was not giving money out to a group so they could use it as they chose; it was specific capital contributions for park projects, in which they had some very worthy causes right now at the parks. If they did not have a project in their plan and the board of Ed & Rec felt it was a last minute project that needed to be done, it still could be approved by committee. Friends groups would be an organization that was recognized by a MOA or MOU, so there was some official agreement between those groups.

Katers questioned if it was along the lines of the 501c3, he believed it was a requirement of Friends groups. Kriese informed that it was not written in the MOA as they didn't require it. If they were raising funds they needed to be affiliated with a 501c3 and they could partner with another group that supported the project to do it. Anderson felt it could be as simple as a MOA with a group that was interested in a one-time project. Campbell felt the problem she saw was it incurred costs for groups. During the Walk of Legends project they went through an very extensive MOA process with the county that involved attorneys and that was a donation of something to the county. Her concern would be they were incurring costs having to do a 501c3. She would like a sample MOA or MOU that was simple, she could see approving it. Anderson believed some of this stuff could be a very simple MOA just so they had an understanding, it was like a contract.

Kriese informed that for example Mr. Hannon with the Wayside Morrison Lions Club was present tonight; there were questions that they went back and forth and made sure everyone understood what was being said in there. Kriese stated, so maybe some form of agreement but not the length cumbersome. Campbell felt groups were going through enough expense; the purpose of them was to make money for the parks, not get into legal issues consistency with the Park Department.

Anderson felt if it was a formal long term relationship or commitment to a particular park, then it made sense for a 501c3. On an annual basis they were going to their meetings, working with them to plan on what was coming up and looking at partnering a particular project. They will have a number of groups that are interested in helping out and he felt a simple MOA agreement was all they needed so they had that understanding. Kriese informed that right now all but one, which was in the process, of their groups had a 501c3, it was in their best interest but they didn't require it. If they were going to raise funds and go through the system, 501c3 was almost necessary.

Wayside Morrison Lions Club member Mr. Hannon informed that the MOA, they did go to a lawyer and had him review it. He came up with five or six points. The MOA expired, in their case, when the bridge was built. When they dedicate the bridge back to Brown County Parks Department the MOA and everything in it was null and void. They did contact a lawyer just to make sure there were no lingering effects on their club since the bridge would be on county property. Their MOA was good for two years, which was their expiration date; however they won't need it for two years.

Van Dyck questioned if Kriese agreed that the MOA could be cleaned up or reduced. Kriese informed that it was a template and it was Corporation Counsel or Administrations call, they don't accept the MOAs or MOUs at all.

Gruszynski informed he was okay with it moving forward. He felt it all depended on the level of which they were looking for interest.

With regard to Supervisor Campbell's concern, Van Dyck didn't believe it was a concern to have that requirement in this particular document; the concern went more toward the MOA or MOU. He would be okay approving it as written and then as a separate communication/item bring the document back up at future meeting and review it and they could change it after the fact. Campbell informed that she did believe that they had to have a MOA or MOU. He suggested having Kriese bring it forward at the September meeting.

Kriese informed that this year they were not requesting special permits. Often times these projects run into a lot of regulatory permits required for the project and may be funded out of these contributions. There were a lot of fees behind certain projects and it was up to the committee whether they chose to keep that in there or say no, the county should just take care of that. All of these projects will be listed in the next month or two, listed in their budget as a capital line item, Park Improvements.

Motion made by Gruszynski, seconded by Supervisor Kaye to approve what's presented. No vote taken.

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Campbell informed that she didn't want to vote on it now, she'd rather think about it a little more. There were a lot of things that when they flush out. They had to look at it from two perspectives and look at it from the perspectives of people who are doing this as well. She questioned the premise of this. Kriese informed that they were looking at creating a line item within the Park budget to have a contribution towards friends and that might be \$15,000 as the committee voted on last September. There were never any adjustments. Initially it was talked about being in the Building and Land Acquisitions and that was not possible, the resolution for the Building and Land Acquisition will not allow that. They needed to have completely different parameters. The Executive had some savings in his budget, he was looking at in August a resolution budget adjustment coming through and there will be \$20,000 put in the Park budget for 2015, specifically for park projects contributions. Next year they will look at through the budget process to hopefully get \$15,000 in that line item for contributions.

Van Dyck informed that this was news to him as this committee voted to move \$15,000 out of that fund. Kriese responded that through the Land and Building Acquisition account there was a resolution set in 1996 and it specifically stated that expenditures could only be made for Reforestation Camp shelter buildings. It was very specific and approved by the County Board. They needed to address it in 2015 to make sure that this would come up and to make sure that it would get distributed in the 2015 budget. He reiterated that the premise was to make sure that they had some sort of line item to help out these park projects. Van Dyck stated that last year the presumption was that they had moved \$15,000 into a fund and that they also added \$10,000 to the budget so there had been \$25,000 in a fund with the intention of being able to distribute it to friends groups, but Kriese was saying there were no parameters put on how that was going to occur. So this was an attempt to put some parameters on going forward, and questioned how they were going to administer money that went into that fund if they continued to fund it? Campbell reiterated that she wanted more time, definitely.

Kaye rescinded his second if Campbell wanted to look at it further. Gruszynski said he would rescind his motion; however he felt that it made sense.

Motion made by Supervisor Kaye, seconded by Supervisor Campbell to hold the policy for 30 days. Vote taken.
MOTION CARRIED UNANIMOUSLY

Campbell pointed out that in doing this, when they were discussing approving or that it was consistent with certain things, there were going to be projects that come up that public will disagree with them on, they just had one. Her concern with doing this related to that. If they think of what they just went through with, they had a protest on the Koltz Memorial, if they had a group that came up and went against something like that and they had that it had to have community support, where would it put that project and that's why she wanted to look at it, see the language, etc.

With regard to the 2015 Recommendations, Weininger informed that the \$20,000 would be coming from the County Executive's budget. It was late in the budget process to make the technical change so there was a commitment to fund the friends group for a dollar amount. The \$20,000 was a little more than what the original proposal was but the Executive gave \$20,000 out of his budget to establish this friend's account which this committee had authority over to make the final decision. The parks could recommend based on the policy but the committee decided where the dollars went. It was good that there was a policy so there were some guidelines but at the end of the day the committee made the decision. The \$20,000 would basically be those friends groups for 2015 and for 2016 they will have a line item filling that pot again with another \$15,000. The journal entry would be taking the money from the County Executive's budget, move it over to the Park's creating a new line item and that line item would then fund the \$20,000. Van Dyck questioned if they did not approved the addition of the \$10,000 during the budget process. Weininger didn't recall and would go back and check. Van Dyck was 99% sure that they added \$10,000 to the budget. Weininger had a list of what the budget motions were and will check. If that were the case, they did have some transition with a staff person.

Van Dyck questioned if the Executive had \$25,000 available, Weininger didn't think there was much more but could relook. Van Dyck explained that they had kind of given preliminary indications to these groups under the premise that they had \$15,000 and \$10,000 available to use so they could do \$10,000 to the bridge, \$10,000 to Neshota and the \$2,500. Weininger felt he could probably find the extra \$5,000 but it would have to be in the budget resolution because it would require a budget adjustment with a two-thirds vote. He felt he had the funds identified.

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Van Dyck questioned what the process was; Weininger felt it would be better to have a resolution that could be voted on. Van Dyck clarified that Administration would create a resolution to be presented to this committee next month for approval which would then go to the full board for approval in August.

A motion was made by Supervisor Kaye, seconded by Supervisor Katers to host the August meeting on the 6th at the Museum. Vote taken. MOTION CARRIED UNANIMOUSLY

Kriese informed that he didn't necessarily need approval as he just wanted to get something out there so the committee could take a look at it. In August it will come through with resolution or budget adjustment, that's when the true approval happened, he just wanted some guidance right now so that they were doing the right thing when they got to the August meeting. Campbell questioned where they were with the Comp Plan for the parks. Kriese informed that he had been working on planning and they were not able to do it this year so it was on their agenda for 2016. Campbell stated that they had this contingent upon that too. Kriese stated that it had been extended and their Comp Plan was good through this year. There will be one in place.

Katers believed they were going to get the priority of projects that were going on annually, where the friends were coming forward requesting money for each project. He wanted to make sure that they were giving it to the appropriate group but he thought he would find more background as far as which ones were next on the priority list, etc. Kriese understood where he was going with it; right now they had five or six groups with MOAs. He communicates with all of these groups weekly and he called each and every one of them last week before anything was written on paper to make sure they were on the same page. Van Dyck would agree with Katers, he believed that was the original intent when they discussed this last fall. He also didn't believe that they expected that these groups were going to put together this much of an effort and money in a short of period of time as they have. He felt they were faced with a situation at this point where they had two groups that kind of reached a critical point in their processes that it would be beneficial for them to be able to get the county support at this time which would allow them to move forward. Wayside Morrison Lions Club member Mr. Hannon informed that they had funded almost \$11,000 from fundraising, from the club, from members and the community. Their goal was to have the bridge up this year so by the September meeting hopefully they could walk across that bridge. They were hoping to get a commitment tonight for whatever dollars they needed and they could discuss at their general membership meeting possibly floating a loan for a year on the remaining balance to get the bridge up. It was a dangerous situation the way these people had to get to the park. People with walkers, in wheelchairs, with strollers cant cross the cement bridge, it was impossible. That was their goal looking more at a community safety aspect than it was convenience. The speed limit was 55mph on that highway. Two weeks ago at their Music in the Park they raised \$1,250; they had six of them scheduled this year. They weren't spinning their wheels; they hope to go forward with this real quick. The committee congratulated them on their efforts.

Motion made by Supervisor Gruszynski, seconded by Supervisor Kaye to approve \$10,000 to the playground at Neshota Park, \$10,000 to the bridge at Way Morr Park, and \$2,500 for the Dick Koltz memorial. Vote Taken. MOTION CARRIED UNANIMOUSLY

Van Dyck felt that the \$2,500 for the memorial was approved at the last committee meeting as well as the County Board meeting. His contention was the \$2,500 was approved by the full County Board and should come out of the General Fund if anything, there was no stipulation put on where that money was coming from and it was approved. Kriese informed that he put the \$2,500 as coming from the Friend's Group contribution. Weininger informed that right now, the way it stood, if there was a County Board motion and the intent was to take it out of the General Fund, per ordinance it had to be voted out of the Administrative Committee, so it couldn't be taken out of the General Fund. If there was \$2,500 set aside, it would come from the department in which it would oversee, in this case, it would be Parks. He added they would do a normal budget adjustment that the County Executive would sign off on to take it out of there. Weininger stated that by making the current motion, it would prevent anything from being held up and he would make his good faith effort to come up with dollars so they don't short Parks by \$2,500 as the 2015 Recommendation was \$8,750 to the playground at Neshota Park and \$8,750 to the bridge at Way Morr Park, not \$10,000 each until tonight.

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7. **Parks Open Positions Report.**

Motion made by Supervisor Katers, seconded by Supervisor Gruszynski to approve. Vote Taken. MOTION CARRIED UNANIMOUSLY

8. **Field Staff Reports/Attendance Reports.**

Katers questioned what was going on with the Friends Group for the Dog Park. Kriese responded that they were not a very active group and they weren't sure if they were going to continue with that group or not as they did not have the energy behind them. They were trying to get them excited about some of the opportunities and some of the projects that they had for them. They were even looking at starting a brick memorial out there and having that money help them with some agility courses and things.

Motion made by Supervisor Kaye, seconded by Supervisor Katers to receive and place on file. Vote Taken. MOTION CARRIED UNANIMOUSLY

9. **Assistant Director's Report.**

Kriese thanked the committee for going over the approval process as he felt that was a discussion they needed to have to make sure that things are set up for the future in the right way. Kriese continued that the Adventure Park Base Camp building has been completed and they are looking at a tentative grand opening next Friday. Adventure Park attendance has been good and revenue may be a little above what was projected. He noted that group involvement has also been good and they have had 25 groups this year.

Kriese continued that Open Streets is July 11 and this is an Aurora/City of Green Bay event, but the Fox River Trail has been added and will be free on that day. Barkhausen will be there with some critters as well as trail rangers and the Friends of the Fox River Trail group.

Kriese continued that the parks have been very busy due to the great weather. Staff is busy with trimming trails, planting flowers and culvert repairs. Kriese also noted that a donation for \$2500 was received from the Cattlemen to put new lights in the horse barn at the Fairgrounds. Staff has also been doing some painting as well as boat landing checks and maintaining shelters.

Van Dyck noted that he would like to see year-to-year comparison figures on Kriese's report and Kriese stated that he will be doing that starting in June. Van Dyck also asked if Kriese had any numbers for the 4-H archery program. Kriese thought there were 15 – 16 kids signed up and he noted that they are partnering with UW Extension on this event. He felt this was good for a first time event and they have talked about having another similar event in August.

Motion made by Supervisor Katers, seconded by Supervisor Gruszynski to receive and place on file. Vote Taken. MOTION CARRIED UNANIMOUSLY

10. **Zoo Budget Status Financial Report for May, 2015.**

Motion made by Supervisor Katers, seconded by Supervisor Kaye to receive and place on file. Vote Taken. MOTION CARRIED UNANIMOUSLY

11. **Zoo Open Positions Report.**

Motion made by Supervisor Katers, seconded by Supervisor Campbell to receive and place on file. Vote Taken. MOTION CARRIED UNANIMOUSLY

12. **Zoo Monthly Activity Report for June, 2015.**

Zoo Director Neil Anderson provided the Committee with the Operations Report for June, 2015, a copy of which is attached. He noted that attendance for this year is very similar to what it was last year at this time. He also

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noted that there was one less Sunday in June than there was last year which put attendance down by 1,257 guests as compared to last year's figures. Anderson continued that the gift shop renovation has helped the sales increase and per caps are up in the Mayan as well as overall.

Anderson continued that they will start moving into the new animal hospital surgery area in July as they will be starting some construction on the old animal hospital. He also reported that the USDA did their unannounced inspection where they go from top to bottom of the facility and see how the records, exhibits, animals, pharmacy, etc. are being maintained. Anderson noted that the inspection was perfect this year as well as for the last eight years and he gave credit to the animal care staff for this. They are also currently finishing up with the fencing project and they will be expanding the Children's Zoo. A donation of alpacas for the Children's Zoo are coming as well as a black footed ferret.

Anderson continued that Zoo passes are up this year and today was the second time this summer that the Zoo opened early for Zoo pass members and quite a few members took advantage of that. Anderson also stated that the education programs will be doing their summer camps soon.

Motion made by Supervisor Katers, seconded by Supervisor Kaye to receive and place on file. Vote Taken.
MOTION CARRIED UNANIMOUSLY

Library

13. Budget Status Financial Report for May, 2015.

Motion made by Supervisor Katers, seconded by Supervisor Kaye to receive and place on file. Vote Taken.
MOTION CARRIED UNANIMOUSLY

14. Director's Report.

Library Director Brian Simons addressed the Committee. He talked about the technology project they are doing and noted that they are partnering with a number of tech companies in the County who will be donating staff time to the Library. There will be one person from a company at each of the programs to talk about what they do as computer programmers or engineers at each series of the program. The program is aimed to attract upper elementary through high school aged students. The employers in the area have advised that they have tapped out the area's talent pool and are looking long term for a workforce in the future and are in need of programmers who can program software that affects things in the real world. Simons stated that the series will teach kids from scratch how the raspberry pie microcomputers work. He noted that these devices are not just toys, but are actually being used in companies. The goal is to inspire kids to go down that path for future education or for apprenticeship programs so the workforce of the future that the tech companies need comes from here.

Simons stated that there are other things going on including a STEM launch with the Brown County STEM network on October 24. They are partnering with companies to focus on science, technology, engineering and math. The companies will set up booths and have hands on activities for the kids. A paper airplane engineering station will also be part of the program and they are working on getting some engineering partners in to help with this. At the end, the paper airplanes will be launched from the second floor to the first floor. This is all part of the Library's effort to not only educate, but to also look at the economic development and find ways to impact it positively. Studies have shown that these are the careers of the future and the Library wants to help kids go do that path.

Simons continued that there are some open positions they are hiring for and they have reworked their table of organization throughout the year to hire a part-time position to work in the local history and genealogy department. There will also be a vacancy for the Deputy Director at the end of July that they will be looking to fill. Simons continued that he will also be doing a LEAN event in their collection development process and this should be a four to five month project. Once the education part is done, Simons is confident that great changes will be made to increase efficiencies.

Simons also met with the Volunteer Center who coordinates the volunteers be the reading coaches for kids which is a very effective literacy initiative. The literacy coaches go into the schools and sit with the kids and help them

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identify what books are at the right level. The kids that participate in this typically go from very low reading skills to proficient reading skills. One of the main initiatives and goals is to get all children in Brown County prepared for kindergarten and the Library already does some things in this regard, but the Library kept coming up in community discussions regarding literacy for all ages and all groups. Simons will be collaborating with the Volunteer Center and ABC to find ways to expand the program as they are currently only in some of the schools in Green Bay. Simons also provided some statistics from Literacy Green Bay which were very telling in the issues the County is facing. The biggest statistic that stood out was that 72% of Literacy Green Bay's clients reside on the east side of Green Bay. He knew there was a population of need on the east side, but he did not realize it was so large.

Simons reported on a few other things going on at the Library including that they are partnering in 2016 with the UW Extension to work with outside businesses and banks to do a financial book discussion. They are also looking at starting a financial literacy program with outside partners. Simons will also be meeting with the Convention and Visitors Center to learn how both the Library and they can collaborate more to get both of the programs out to the community better. Simons stated that his goal with bringing outsiders into the Library is to make an impact to help influence people to move into the area. Simons continued that the Shawano charges he talked about several months ago have been billed and he has heard that their state level legislator is not very happy that Brown County sent a bill for almost \$60,000. He asked that if the Committee had any relationships with Brown County legislators that they call them to let them know what is going on since the State budget has not been passed yet. He will also reach out to Brown County representatives and the County Executive will also be making some calls. Finally, with coming into the budget season, Simons stated that they are currently working to bring in a balanced budget. The Library Board meeting will be meeting July 16 to decide on several options for the budget. Simons noted that none of the decisions are easy but this is something that this Committee as well as the Board will have to help with. They plan to put forth the most recommended option and he hopes to have several other options that could possibly be presented as well and then go forward from there. He gave a heads up that none of the options will be easy as there is a deficit of \$250,000 to be made up.

Motion made by Supervisor Katers, seconded by Supervisor Campbell to receive and place on file. Vote Taken.
MOTION CARRIED UNANIMOUSLY

Museum

15. Budget Status Financial Report for May, 2015.

Museum Director Beth Lemke noted that the stats from January through May of 2014 compared with 2015 show an increase of 20% in attendance. June has not closed yet, but in looking at a six month comparison, the attendance is up 14.5%. Lemke continued that there are a lot of plans and programs to carry out the summer and she is pleased that numbers are better this year than last year.

Motion made by Supervisor Campbell, seconded by Supervisor Gruszynski to receive and place on file. Vote Taken. MOTION CARRIED UNANIMOUSLY

16. Director's Report.

Lemke stated that there are several partnerships coming down the line and she provided the Committee with information on these, copies of which are attached. These partnerships include working with the UW Extension on a crime scene investigation program and overhauling the school tour modules to have a strong rollout for the fall with the temporary exhibits as well as the permanent exhibits. Lemke also provided an article highlighting the history of bicycling.

Lemke also reported that they are working with the Segway owners in partnership with Building Our Community. She noted that there are walking tours available in the gallery as well as online that people can print that do not duplicate other efforts of historic preservation organization. They will be working with Segway in August and possibility throughout the fall in taking tours of the downtown area which will provide some shared revenue.

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Lemke continued that they are starting to roll out Extreme Deep marketing materials as the exhibit will be coming soon and she shared a copy of an ad with the Committee. The Extreme Deep exhibit is bright and family oriented.

Van Dyck asked when the Spies exhibit opened and Lemke responded that it opened Memorial Day weekend. She stated that the first impact of the exhibit will be shown in June figures. She stated that June was on par with last June, even with the delay in the JEM grant. Lemke stated that there are several media sponsors for the Extreme Deep exhibit. Van Dyck asked what was going on last June and Lemke stated that they opened Agriculture to Tavern Culture Fathers' Day weekend last year and they also had the Packers Hall of Fame. She explained that Agriculture to Tavern Culture came in under the budgeted amount. Last summer they also had the joint effort marketing plus they were at all of the pre-season Packer events promoting the exhibits.

With regard to the attendance and revenue report, Van Dyck asked if the facility rental meeting attendees are specifically geared to the Museum. Lemke stated that several of them do go through the galleries and some groups pay a rental fee, even though they are public programs. Back in 2012 Lemke said that the history showed that the facility meeting attendees were counted starting in 2012. Van Dyck said that he has an issue if a business calls and says they want to have a party at the Museum and are only using a room, the numbers that attend the party are not truly museum users and he feels that the numbers become somewhat distorted. Lemke stated that it is people in the door and in looking at the new normal of the museum the attendees are surrounded by the museum content. She also noted that some of the meeting rooms are being updated a little bit which may help them rent easier.

Van Dyck also asked Lemke to talk about her recent trip to Milwaukee. Lemke stated that they had a behind-the-scenes tour with the leadership team in Milwaukee because they have the same challenges as the Neville does. The Milwaukee Public Museum almost closed in 2004 and they are now looking at being very admission specific and they found that their patrons were only coming to see large temporary exhibits instead of coming in to see the day to day exhibits. Milwaukee took an area of office space and turned it back into a gallery to be able to bring in larger shows. The space is about 4000 square feet and cost about \$1.8 million dollars to develop. They also have an amazing team that they were able to do many things internally. Lemke noted that Brown County has a smaller team but they are very creative and they would be able to fabricate some things in-house. Lemke continued that the other space they toured is The Streets of Old Milwaukee. This is an older exhibit that is a little dated and they are going through a creative process to update the exhibit a little bit which will cost about \$1 million dollars. Lemke walked away knowing they could do it at the Neville with internal people, but they need to find what the community is going to support. The Edge of the Inland Sea exhibit is definitely more of a theatrical set design so there will be abilities three dimensionally to change the space. The biggest obstacle will probably be the flooring if they address things one section at a time. Van Dyck thanked Lemke for arranging the trip.

Lemke continued the staff will probably be taking a field trip to the Woodson Art Museum in Wausau because she feels it is important for the Neville staff to see how they take art and make it relevant. She noted that at staff meetings they talk about bridging communities and generations and staff always has the opportunity to give ideas to make that connection.

Lemke stated that the governing board meeting coming up on July 13 will be devoted to the budget and she will keep this Committee advised and she urged anyone with questions to contact her so they can be addressed. She stated that they will continue to be very conservative.

Motion made by Supervisor Campbell, seconded by Supervisor Kaye to receive and place on file. Vote Taken.
MOTION CARRIED UNANIMOUSLY

Golf Course

17. **Budget Status Financial Report for May, 2015.**

Motion made by Supervisor Katers, seconded by Supervisor Campbell to receive and place on file. Vote Taken.
MOTION CARRIED UNANIMOUSLY

18. **Open Positions Report.**

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Motion made by Supervisor Katers, seconded by Supervisor Gruszynski to receive and place on file. Vote Taken. MOTION CARRIED UNANIMOUSLY

19. Superintendent's Report.

Golf Course Administrator Scott Anthes provided the Committee with financial statistics, a copy of which is attached. He outlined the numbers and stated that June rounds are down a little bit due to weather conditions. Overall, they are up by about 2,000. Season passes and total revenue are also up from last year along with cart rentals. Anthes also highlighted some of the portions of his Superintendent's Report which was contained in the agenda packet.

Motion made by Supervisor Katers, seconded by Supervisor Campbell to receive and place on file. Vote Taken. MOTION CARRIED UNANIMOUSLY

Closed Session

20. Open Session: Discussion and possible action on the negotiations and strategy involved in obtaining a proposed easement for AT&T Metro Ethernet Service at the Brown County Golf Course.

Technology Services Director August Neverman explained that to provide good service to this location they have been doing assessments and the link to the location was maxed out at maximum capacity. In 2014 they budgeted for an upgrade in 2015, unaware of the easement issues. A contract was signed with AT&T to increase the capacity and as part of that they asked for an easement, but there is no easement on file. In researching this, it was found that there is a challenge in the railroad strip. The project has been put on hold to come to the Committee to get approval to continue with one of three options. These options are to go ahead with the easement, the second option would be to pick an alternate route which would cost a minimum of \$29,000 and option three is to leave things the way they are, but Neverman noted that the AT&T fee would have to be paid as well as some other fees.

Anthes added that one of the big parts of the upgrade is for PCI compliance purposes and in order to store the amount of video, it cannot be stored on site. Neverman stated that rather than build another server, they would use an existing server from downtown and just add a camera at the golf course. The upgrade would upgrade public wi-fi, regular business operations and the camera part.

Motion made by Supervisor Campbell, seconded by Supervisor Katers to enter into closed session. Vote taken. MOTION CARRIED UNANIMOUSLY. Roll Call: Campbell, Katers, Gruszynski, Van Dyck, Kaye.

21. Closed Session: Notice is hereby given that the governmental body will adjourn into a closed session during the meeting to discuss negotiations and strategy involved in obtaining a proposed easement for AT&T Metro Ethernet Service at the Brown County Golf Course, said closed session is authorized pursuant to Wisconsin Statutes Section 19.85 (1)(e) deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

22. Reconvene into Open Session: Discussion and possible action on the negotiations and strategy involved in obtaining a proposed easement for AT&T Metro Ethernet Service at the Brown County Golf Course.

Motion made by Supervisor Katers, seconded by Supervisor Gruszynski to return to open session. Vote taken. MOTION CARRIED UNANIMOUSLY. Roll Call: Campbell, Katers, Gruszynski, Van Dyck, Kaye.

Motion made by Supervisor Gruszynski, seconded by Supervisor Katers to move forward with the easement as per Corporation Counsels recommendation. Vote Taken: Ayes: Campbell, Gruszynski, Katers, Kaye; Nays: Van Dyck. MOTION CARRIED 4-1.

Other

23. Audit of bills.

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Motion made by Supervisor Kaye, seconded by Supervisor Gruszynski to pay the bills. Vote Taken. MOTION CARRIED UNANIMOUSLY

24. **Such other matters as authorized by law.**

25. **Adjourn.**

Motion made by Supervisor Kaye, seconded by Supervisor Gruszynski to adjourn at 8:32 pm. Vote Taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Alicia A. Loehlein
Recording Secretary

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PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD

A meeting was held on **May 14, 2015** at **5:15 p.m.** at the **Brown County Central Library, 515 Pine Street, Green Bay, WI**

PRESENT: KATHY PLETCHER, CARLA BUBOLTZ, TIM NIXON, JOHN VAN DYCK, and CHRISTOPHER WAGNER

EXCUSED: CHAD BIANCHI, NATHAN JESKE, BOB NIELSEN, and VICKY VAN VONDEREN

ALSO PRESENT: Brian Simons, Kimberly Young, Lori Denault, Sue Lagerman, and Curt Beyler (staff). Ben Schenkelberg, architect; Harold Kaye (Brown County Supervisor); Bill Meindl (Green Bay Development News).

CALL TO ORDER

President Kathy Pletcher called the meeting to order at 5:20 p.m.

II. APPROVE CONSENT ITEMS

A. Agenda There were no changes to the agenda. Motion by T. Nixon, seconded by C. Buboltz to approve the agenda. Motion carried.

B. Minutes There were no changes to the minutes. Motion by J. Van Dyck, seconded by T. Nixon, to approve the April meeting minutes. Motion carried.

III. COMMUNICATIONS AND OPEN FORUM FOR THE PUBLIC

None.

IV. LIBRARY BUSINESS

A. Technology Report Wireless printing remains an issue. Connectivity may be tested by having staff disable wifi on their personal devices. B. Simons spoke with August Neverman (BCTS) and there may be a bigger issue that will need to be addressed. If the library is trying to attract people they have to be able to get online and the network has to be reliable.

eResource Central is installed and awaiting final configuration. This product allows the patron to download an e-book directly from the catalog instead of going to the vendor's website.

Unspent e-rate funds will be used to purchase technology for all branches, usable by the public, such as large screens, smart boards, HD projectors, etc.

B. Financial Manager's Report, Bills and Donations

No financial report.

C. FACILITIES REPORT

1. Facilities Committee Update The committee, together with administrative staff, met with Jeff Kanzelberger from Performa, Inc. to share ideas about process as it relates to the Central Library. Discussions suggested focusing on services and programming and then concentrate on the building. The Facilities Committee directed the administrative team to develop a timeline and determine the library's programming needs.

2. Southwest Branch Addition Update C. Beyler walked the Board through plan revisions with architect, Ben Schenkelberg. The plan includes increasing public computers by 6 for a total of 20; adding two small study rooms (4-person) and one larger meeting room; increased storage; and a patio with fence. Other additions include a 7-foot wide sidewalk along building up to parking lot and extending around to the front. A new mechanical room will house its own HVAC system. C. Wagner asked about the current office windows. The infrastructure of the existing building will stay the same and the windows will be blocked in. Discussion took place about carpeting and if this would be an opportune time to update the entire building. Motion by T. Nixon, seconded by J. Van Dyck, to approve the basic design and concepts as presented including one-time costs, and bid separately for carpeting in the existing building. Motion carried. Ben Schenkelberg commented that the whole addition can be built with very little disruption to library – no dust and no noise. Other concerns expressed by C. Wagner included parking for contractors and what length of time parking for library patrons would be impeded. Being part of the actual bid and unknown at this time, it could only be estimated at 3 months. H. Kaye commented that he looks forward to moving forward on this project.

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C. Beyler reviewed a spreadsheet of one-time and recurring costs associated with the expansion. Further discussion took place over who has jurisdiction over this project – the library or Public Works? It is a Public Works project but C. Beyler will work with Dale Denamur (BC Purchasing) on the bid process. J. Van Dyck asked if the City of Green Bay had been contacted about the number of required parking spots. Schenkelberg didn't think there would be an issue. B. Simons will confirm with the Mayor.

V. BUDGET

Work on the 2016 budget is underway. There are a few opportunities for savings related to digital magazine subscriptions depending on a decision the OverDrive state consortium makes. Additionally, NFLS is considering purchasing certain databases which could also result in savings if the library is currently purchasing the same ones. Other cost-saving measures were discussed. Brian's goal is to deliver a balanced budget with tough decisions outlined as well as the associated impact.

A "Donate Now," button was added to the library's website. It was suggested to list specific items that are needed and the associated price.

C. Wagner asked what the costs were for the East Branch, whose lease expires in February 2018, and if other options should be considered – like the GB Education Association building. There is a lot of property on the east side. B. Simons, C. Beyler and K. Young met with Bellevue's administrator and planner to discuss the potential of a library in Bellevue. B. Simons reported three sites were mentioned and conversations will continue to take place. The Facilities Committee would like to know the terms of the East Branch lease.

Discussion about the capital improvement plan (CIP) and what project would meet the threshold (\$250,000 minimum). One project, that would fill in the roof at the Ashwaubenon Branch would cost ~ \$450,000 – 475,000, but C. Beyler has options to do it for less. This would reduce or eliminate ice slides and prevent further deterioration of one of the staircases. Currently, the concrete slabs are drifting away from the building resulting in gaps up to an inch and a half. C. Beyler will see what repairs are necessary for safety reasons and see if it meets the CIP threshold.

The parking lot at Central will not be redone but it can be striped. The maintenance staff is patching it as needed. While it is in need of much repair, it doesn't meet threshold of the CIP. J. Van Dyck suggested talking to Public Works about asphalt. The reduction of grassy island and moving transformer near the Central Library's drive –up bookdrop will be included in the budget.

VI. APPROVE APPROPRIATE LIBRARY BEHAVIOR POLICY

B. Simons gave background on the modifications made to the policy. The new policy moves toward consistency, simplicity and clearly defines consequences for violation. Staff will be coached on dealing with behavior issues and corresponding incident reports. Sarah Krouse, managing librarian from the Wisconsin Resource Center who interacts with inmates from the DOC, worked with Central Library staff on strategies and techniques to deal with behavior problems. Individuals can be banned from the library because of problem behavior. There is an appeal process as well as opportunity to have privileges reinstated after 6 months.

The revised policy also allows food and drink in library but not at the computers. J. Van Dyck feels that policy won't stop inappropriate behavior.

Motion by T. Nixon, seconded by C. Buboltz, to approve the modified behavior policy. J. Van Dyck – nay. **Motion carried.** C. Buboltz noted that this is really a change in procedure.

VII. APPROVE ALL DAY CLOSURE ON FRIDAY, SEPTEMBER 25, 2015 FOR STAFF DEVELOPMENT DAY

Motion by T. Nixon, seconded by J. Van Dyck, to approve an all-day closure on September 25, 2015 for Staff Development Day. **Motion carried.**

VIII. APPROVE TABLE OF ORGANIZATION CHANGE RENAMING LIBRARY DIRECTOR TO EXECUTIVE DIRECTOR **Motion** by T. Nixon, seconded by C. Wagner, to change the Table of Organization renaming Library Director to Executive Director. **Motion carried.**

IX. OLD BUSINESS None.

X. PERSONNEL COMMITTEE The Personnel Committee met with B. Simons to establish expectation goals and performance, based on the position description, for his first six months. A formal review will be conducted at six months. K. Pletcher had discussed a 360 review with the Administrative Team and will initiate the process in early June.

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XI. NICOLET FEDERATED LIBRARY SYSTEM No meeting. B. Simons attended the Advisory meeting and reported that the County Executive is looking for one or two new NFLS board members.

XII. PRESIDENT'S REPORT K. Pletcher recognized K. Young and Kim Decur (Weyers-Hilliard Branch staff) for their presentation on Leadership Line-Up at the WAPL conference. Andrea Stepanik and Chad Robinson (Central Library staff) also presented on the online reader's advisory tool they developed - Future Favorite Reads.

XIII. LIBRARY DIRECTOR'S REPORT B. Simons reviewed a list of prioritized projects and mentioned that some are happening naturally. He recently met with Supervisors Lund and Katers. Supervisors Zima and Kaye are scheduled for a library tour. He also attended the Rotary Foundation dinner and met several people. C. Wagner suggested contacting and getting to know local service clubs. Brian and staff from the Research Department will present on business resources to Green Bay Chamber staff. A recent tour of NWTC with the Administrative team is driving the changes at the Central Library – staff offices were transitioned into Think Tanks (4 person study rooms) and one conference room on second floor (8-12 person). Long-time staffer, Chad Robinson is taking new position at Elkhorn. The open position creates opportunity to review the Table of Organization.

XIV. SUCH OTHER MATTERS AS ARE AUTHORIZED BY LAW

J. Van Dyck suggested that it might be advantageous to meet with Pat Webb, David Steffen, and John Macco regarding the excess revenue from the sales tax.

XV. MEETING SUMMARY/NEXT MEETING PLANNING

XVI. ADJOURNMENT

Motion by J. Van Dyck, seconded by T. Nixon, to adjourn the meeting. **Motion carried.**

The meeting adjourned at 7:08 p.m.

NEXT REGULAR MEETING

June 18, 2015

Central Library

515 Pine Street, downtown Green Bay

5:15 p.m.

Respectfully submitted,

Dr. Christopher Wagner, Library Board Secretary
Sue Lagerman, Recording Secretary

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Bridging Communities. Connecting Generations.

**PROCEEDINGS OF THE BROWN COUNTY NEVILLE PUBLIC MUSEUM
GOVERNING BOARD**

Pursuant to Section 19.84, Wis. Stats., a meeting of the **Brown County Neville Public Museum Governing Board** was held at 4:30 p.m. on Monday, June 8, 2015 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

PRESENT: Kevin Kuehn, Erik Hoyer, Tom Sieber, Sandy Juno and Diane Ford
ALSO PRESENT: Kasha Huntowski, Kevin Cullen and Beth Lemke

CALL MEETING TO ORDER

1. Chairman Kuehn called the meeting to order at 4:34PM.
2. APPROVE/MODIFY AGNEDA

Motion made by E Tom Sieber and seconded by Diane Ford to approve the agenda.
Vote taken.

MOTION APPROVED UNANIMOUSLY.

3. Museum Directors Report.

Museum Director Lemke shared an update June 4th Education and Recreation Committee meeting. The museum did not receive the JEM State Department of Tourism for exhibit marketing. Director Lemke shared that a formal budget adjustment was not requested at this time. Promotional efforts will continue with careful monitoring revenue. Both Education and Recreation and the Museum Governing Board will be updated monthly. Members shared suggestions of methods of lower cost promotion.

Museum Director Lemke shared Neville Public Museum positive website stats.

Neville Public Museum Website: 2014 total visits = 131,438 (*62% increase over 2013)
January 2015 **Visits** 22,198 (*76% increase in visits from January 2014) **Page Views** 33,759
February 2015 **Visits** 17,591 (*78% increase in visits from February 2014) **Page Views** 29,120
March 2015 **Visits** 18,269 (*74% increase in visits from March 2014) **Page Views** 22,841
April 2015 **Visits** 16,289 (*99% increase in visits from April 2014) **Page Views** 24,963

Museum Director Lemke shared updated summer Centennial Programming, thanked the Board for attending programs and exhibit openings and encourage members to continue to attend and share programs and events with their social networks.

Celebrate Centennial Programming:

June

6/9/15 *Building our Community* Public Forum 7pm
6/20/15 Summer Soda Workshop visit website for registration information 1pm-2pm
6/25/15 Happy Anniversary Neville Museum Party for City of Green Bay Kids Day exhibits 9am-5pm, Activities 12pm-4pm

July

7/4/15 Festival Foods Fire over the Fox – Neville open 9am-5pm
7/4/15 Explorer Saturdays at the Neville 12pm-3pm
7/7/15 *Spies, Traitors, Saboteurs* Lecture Series 6pm
7/11/15 Open Streets – Partnership with LIVE54218 – activities 10am-2pm
7/11/15 Summer Soda Workshop visit website for registration information 1pm-2pm
7/14/15 *Building our Community* Public Forum 7pm
7/21/15 *Spies, Traitors, Saboteurs* Lecture Series 6pm
7/28/15 *Spies, Traitors, Saboteurs* Lecture Series 6pm

August 2015

8/1/15 Explorer Saturdays at the Neville 12pm-3pm
8/5/15 CSI Youth Camp in partnership with UW-Extension 9am-12pm or 1pm-4pm
8/11/15 *Centennial Architecture Public Forum*
8/15/15 Summer Soda Workshop
8/27/15 Dinner Program – Steaming Through Time with Christopher Winters

September 2015

9/5/15 Explorer Saturdays at the Neville 12pm-3pm
9/17/15 Reception *Extreme Deep*
9/19/15 Public Opening *Extreme Deep*
9/19/15 Music at the Museum Bob Teed & The Satisfaction 12pm-3pm
9/26/14 Public Opening *Sisters in Spirit*
9/26/15 Music at the Museum Bob Teed & The Satisfaction Encore Performance 12pm-3pm

Discussion ensued, no action taken.

2015 Governing Board Meeting Dates

Monday, July 13, 2015
Monday, August 10, 2015
Monday, September 14, 2015
Monday, October 12, 2015
Monday, November 9, 2015
Monday, December 14, 2015

4. Such other matters as authorized by law:
Next meeting of the Neville Public Museum Governing Board will be **Monday, July 13⁰¹⁵ at 4:30pm.**
5. Adjournment. Motion to adjourn made at 5:28PM by Erik Hoyer and seconded by Tom Sieber.
Vote taken.
MOTION APPROVED UNANIMOUSLY



Bridging Communities. Connecting Generations.

**PROCEEDINGS OF THE BROWN COUNTY NEVILLE PUBLIC MUSEUM
GOVERNING BOARD**

Pursuant to Section 19.84, Wis. Stats., a meeting of the **Brown County Neville Public Museum Governing Board** was held at 4:30 p.m. on Monday, July 13, 2015 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

PRESENT: Kevin Kuehn, Bernie Erickson, Erik Hoyer, Tom Sieber, Sandy Juno, Kramer Rock and Diane Ford
ALSO PRESENT: Bill Meindl, Kasha Huntowski, and Beth Lemke

CALL MEETING TO ORDER

1. Chairman Kuehn called the meeting to order at 4:33PM.
2. APPROVE/MODIFY AGNEDA

Motion made by Tom Sieber and seconded by Diane Ford to approve the agenda.
Vote taken.

MOTION APPROVED UNANIMOUSLY.

3. Museum Directors Report.
Museum Director Lemke shared that the Neville collaborated with Music U for Fire Over the Fox (7/4) programming and with LIVE54218 for Open Streets Green Bay (7/11) family based programing. Additionally, the Neville is collaborating with Segway Tours for a guided tour with Deputy Director Cullen on August 5, 2015. This program opportunity is the beginning of a new relationship with a downtown business with shared mission. Discussion ensued, no action taken.

4. 2016 budget goals and objectives.
2016 proposed Museum fees were reviewed and much discussion ensued. Questions were asked regarding school tour visitation, room rental rates, and senior rates. Observations were offered such as not charging an admission fee, not charging for school visitation, adding a senior fee, and increasing all room rental fees. Museum Director Lemke shared that proposing increases in 2016 would allow for a balanced budget and provide for marketing and promotions of the 2016 exhibits the Neville Public Museum Foundation supports financially.

Museum Director Lemke provided the members of the board a draft marketing and promotions budget for review. Director Lemke stressed that the draft reflects realistic costs and the proposed admission fee increase offsets the expense of 2016 advertising and public notice.

A draft 2016 Neville Public Museum Exhibit Budget was provided. The Neville Public Museum Foundation Finance Committee has not approved the draft. Museum Director Lemke answered questions about the 2016 temporary exhibit subjects and the total exhibit request including program request. New to the 2016 joint process Museum Director Lemke provided a separate detailed spreadsheet breaking out individual programming expenses.

Discussion ensued, appreciation was stated by the board with the information provided.

2015 Governing Board Meeting Dates

Monday, August 10, 2015
Monday, September 14, 2015
Monday, October 12, 2015
Monday, November 9, 2015
Monday, December 14, 2015

5. Such other matters as authorized by law:
Next meeting of the Neville Public Museum Governing Board will be **Monday, August 10, 2015 at 4:30pm.**
6. Adjournment. Motion to adjourn made at 5:33PM by Bernie Erickson and seconded by Kramer Rock. Vote taken.
MOTION APPROVED UNANIMOUSLY

COMPLEX ATTENDANCE FOR THE BROWN COUNTY VETERANS MEMORIAL COMPLEX						
	Date	Building	2015	2014	2014 Date	
June-15						
Discover the Dinosaurs	June 6 2015	BCA	925	N/A		
Discover the Dinosaurs	June 7 2015	BCA	925	N/A		
ARENA TOTAL			1850	0		
Discover the Dinosaurs	June 6 2015	Shopko	925			
Discover the Dinosaurs	June 7 2015	Shopko	925			
SHOPKO HALL TOTAL			1850	0		
Eagles Concert	June 7 2015	RESCH	8601	N/A		
Preble Graduation	June 10 2015	RESCH	4475	4626		
Blizzard Football	June 13 2015	RESCH	1476	1596		
Gamblers Main Hockey Camp	June 14-18, 2015	RESCH	2375			
Gamblers Youth Hockey Camp	June 21-24, 2015	RESCH	450			
Life Leadership Conference	June 26 2015	RESCH	5448	N/A		
Life Leadership Conference	June 27 2015	RESCH	5825	N/A		
Life Leadership Conference	June 28 2015	RESCH	6000	N/A		
WWE Smackdown		RESCH	N/A	3812	June 10 2014	
Gala of the Royal Horses		RESCH	N/A	942	June 14, 2014	
RESCH CENTER TOTAL			34,650	10,976		
TOTAL FOR JUNE 2015			38,350	10,976		

Brown County
Library
Budget Status Report
6/30/2015

	Annual Budget	YTD Actual
Property Taxes	\$ 6,189,558	\$ 2,578,982
Intergov't'l Revenue	\$ 286,771	\$ 207,127
Charges for sales and services	\$ 338,450	\$ 117,937
Miscellaneous Revenue	\$ 21,770	\$ 5,380
Other Financing Sources	\$ -	\$ -
Personnel Costs	\$ 4,437,203	\$ 1,762,451
Operating Expenses	\$ 2,629,902	\$ 1,049,748
Outlay	\$ -	\$ -

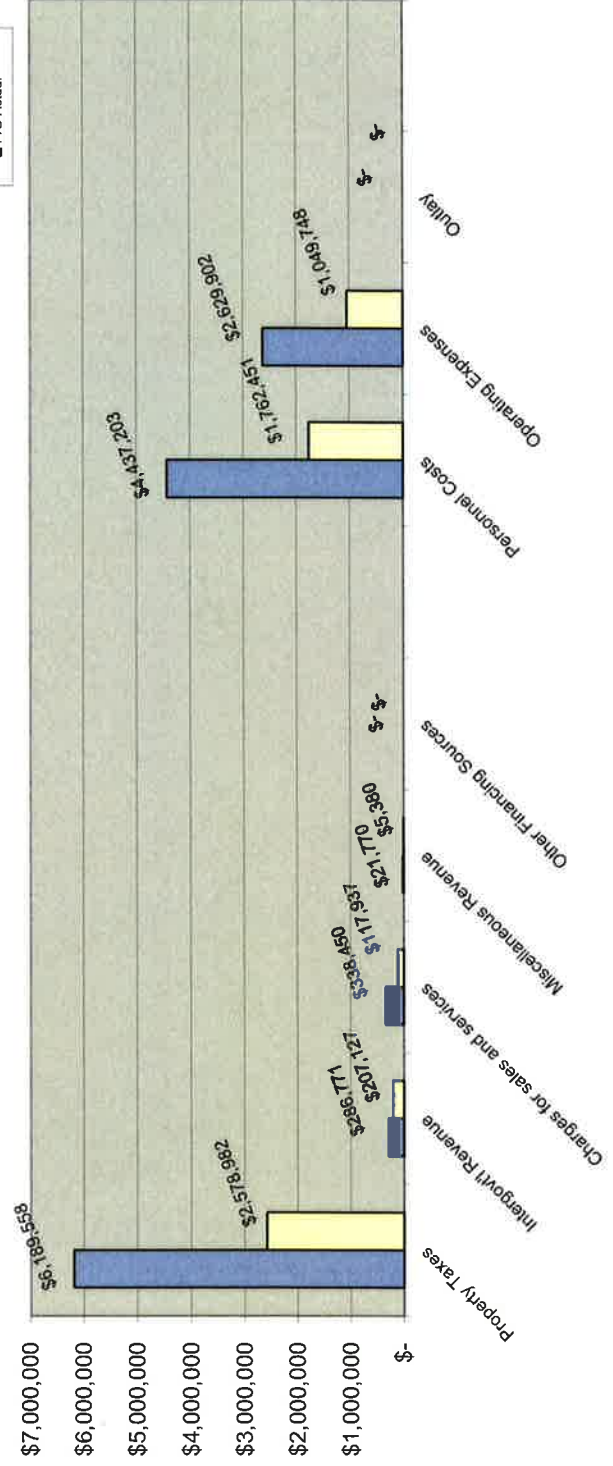
HIGHLIGHTS:

Revenues: Tenant vacated rental space resulting in loss of rent. This will have a significant impact on building rent. Payment has not been received from one county for their residents' use of Brown County libraries.

Expenses: Books, periodicals and subscriptions purchases are higher due to development of a revised spending requirement by our collection development manager to try and distribute spending more evenly throughout the year.

Library - June 30, 2015

■ Annual Budget
■ YTD Actual



DEPARTMENT OF ADMINISTRATION

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600

CHAD WEININGER

PHONE (920) 448-4037 FAX (920) 448-4036 WEB: www.co.brown.wi.us

DIRECTOR

July 13, 2015

TO: Education & Recreation Committee

FROM: Chad Weininger
Director of Administration

SUBJECT: Capital Improvement Plan

Attached is your division's section of the 2016 Five-year Capital Improvement Plan for review. Please provide any feedback prior to the Executive Committee on August 10th.

This information is for planning purposes only. It does not obligate the County to spend money, but rather provides a snapshot of future projects recommended by the County Executive to the Board. The plan will be reviewed on an annual basis.

Department heads are requested to speak on their specific projects to their oversight committees and the Executive Committee. If you have any questions or if I can be of assistance, please contact me at 448-4035.

Attachment

cc: Troy Streckenbach – County Executive
Brian Simons – Director, Brown County Public Library
Neil Anderson – Director, NEW Zoo & Parks



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2016 Capital Project 5-Year Outlook Summary Education, Culture, & Recreation

As of 6/30/2015

Key for Funding Sources: D = Debt Service G = Grants and Aides O = Operating Revenues M = Municipal Funds P = Property Tax GF = General Fund Fund Balance TIF = TIF District

2016 EXECUTIVE BONDING PROPOSAL AND CAPITAL IMPROVEMENTS PROGRAM (CIP)

DIVISION/ DEPARTMENT	FUNDING SOURCE	DEPT PRIORITY	PROJECT DESCRIPTION	2016	2017	2018	2019	2020	TOTAL
EDUCATION, CULTURE, AND RECREATION:									
Zoo and Park Management									
	D	1	Fairgrounds Asphalt Replacement		830,000				830,000
	D/G/O	2	Bay Shore Breakwater		424,333				424,333
	O	3	Duck Creek Shoreline Stabilization				305,000		305,000
Library									
	D	1	Replace Ashwaubenon Branch Roof		262,053				262,053
			Education, Culture and Recreation Total		1,516,386		305,000		1,821,386
			Less: Non-bond funding sources		(312,333)				(312,333)
			Education, Culture and Recreation Bond Request Total		1,204,053		305,000		1,509,053

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Brown County Library Report June, 2015

Library Mission:
Brown County Library provides trusted information and resources to connect people, ideas, and community.

Strategic Priorities

County-Wide Successes

Summer Reading Program kickoff event: Approximately 750 adults and kids attended this major annual event at the Central Library, with 351 signing up for the summer reading program on this first day.

Communications and Library Program Manager, Sue Lagerman, was named President of Literacy Green Bay's Board of Directors at LGB's annual breakfast meeting.

Staff from several locations attended a communications workshop presented by Pat Wagner and hosted by the Fox Valley Library Consortium. The library is now listed in the Brown County Parenting Resources Directory recently updated by the United Way on behalf of the Community Partnership for Children. Our listing focuses on the library's parent/teacher resources, early literacy initiatives and other children's services. DEMCO, the library supply company, approached the Library to participate in a new fundraising project, Disc Drive, they are launching. It is expected to start later this summer.

The Library was represented at the Discover Brown County kickoff event held at the Neville Public Museum, led by Cty, Exec. Streckenbach. Communications and Library Program Manager appeared on Local 5 Live (WFRV) to promote the library's Summer Reading Programs, STEM programs and the 1000 Books Before Kindergarten and Early Learning Activity Challenge offerings.

Administrative and Research staff have been visiting local tech companies including Wild Blue, Avatarium 3D and PDK Manufacturing, to build relationships for future library programs and classes.

Administrative staff attended the Green Bay Chamber Business Recognition Awards event. This was a good networking opportunity.

Central Library Successes

Central Library and the Southwest Branch will again host the Summer Lunch Program run by the Green Bay Area Public Schools Food Services Dept. Kids can get free lunches at the libraries Monday through Friday (\$2 for adults). Central held its annual "Alphabet Soup of Fun" Lunch Program celebration on June 12 (70 attended) including information on composting portions of lunch left-overs for the library garden.

Teen volunteers: More than 50 teen volunteers have so far signed up to volunteer at the Central Library this summer, with recruitment, scheduling and training coordinated by Youth Services staff.

Innovation Grants: Books & More staff was involved in two Innovation Grant proposals which were awarded: one project will allow continuing education related to the library garden, the second project involves preparing and presenting public programs on Arduino, the open-source platform that allows people to create interactive electronic objects.

Connecting with area Service Clubs: Children's and Adult Services staff is using the library's Clubs & Organizations database to contact local service clubs to recruit volunteers for our "Libraries on the Move" book delivery service to senior housing locations and to request funding for library children's programs through our Adopt-a-Program opportunities. Staff is also offering to speak at their monthly meetings about the library's related services.

Summer Reading Promo visits to area schools: Central Children's staff created an entertaining skit to promote summer reading and gave 35 performances at 18 schools, reaching 2070 kids, in late May and early June.

Library Associate from the Central Children's Dept. has been planning and presenting and/or hosting children's story times and special events

Enhance Education for Children	Support Economic Development	Provide a Third Place to Engage Community	Foster Cultural Awareness	Management Goal
X				
				X
X				
				X
X			X	X
X	X			X
				X
X				
X	X			
X	X	X		
X				
X				
X				



Brown County Library Report June, 2015

Library Mission:

Brown County Library provides trusted information and resources to connect people, ideas, and community.

Strategic Priorities

Enhance Education for Children	Support Economic Development	Provide a Third Place to Engage Community	Foster Cultural Awareness	Management Goal
<p>at Southwest Branch Library in the absence of the branch coordinator who is out on extended leave. Not only does this fill a staffing gap, it provides her with an opportunity to use and develop her children's services skills on a new level.</p> <p>Community Partnership for Children and library outcome measures: Youth Services Supervisor gave a presentation to the United Way Children & Families Workgroup on the outcome measures incorporated into the 1000 Books Before Kindergarten program and the Early Learning Activity Challenge. Sandy also provided ACHIEVE Brown County with library program output statistics and outcome measures. Encompass Early Education & Care is conducting Appreciative- Inquiry strategic planning process, and the supervisor of the Children's Dept. was selected to be interviewed in June and to participate in a community summit next fall related to this process. The library continues to be active with ACHIEVE Brown County and the Community Partnership for Children.</p> <p>Building on partnership with the City of Green Bay, Youth Services staff is coordinating with the GB Park and Rec Dept. to make it easier for kids in the city summer park program to participate in the library's summer reading program. Staff will also be presenting Ready or Not Readers Theater programs at four city parks, and will attend at least three of the city's weekly meetings with all parkies this summer.</p> <p>Eagle Scout ceremony: Noah Kindt, who organized, fundraised and implemented several projects related to the library's Celcom Children's Edible Garden in its first summer last year, held his Eagle Scout ceremony at the library on May 30. Library staff attended to help recognize and thank and Noah for his involvement.</p> <p>Deep Dive Adventure: With Beth Lemke, finalized details for printing the pass for the annual joint library/Neville Museum event to be held in October. Kids who complete the library summer reading program will receive a pass to visit the museum and attend the event activities. In cooperation with 4-H, 10 teen volunteers attended training to become our Photo/Film Crew for the summer. They will take photos at various library events, and will help create an audio-visual presentation on the garden to be shown in September.</p> <p>The annual Summer in the City series of free performances by professional children's entertainers kicked off on June 17 in the Central Library auditorium.</p> <p>Central hosted a new event, the GIANT Early Learning Play Date, on Saturday, June 20, to tie into the 1000 Books and Early Learning Activity Challenge. More than 130 little ones and their parents participated. The Children's Museum of Green Bay and United Way staff helped run some of the many different hands on activities, including games on the Born Learning Trail with Olivia the famous storybook/TV pig.</p> <p>Green Bay Kids' Day: Central, Southwest and East branch libraries were pick up points for the wristbands for this huge city-wide event, and the Central Library hosted a Kids' Day "Big Bad Bubblewrap Stomp" that morning 140 participating.</p> <p>Ashwaubenon Branch Successes</p> <p>The entire cd collection was reorganized to make it easier for patrons to browse and to find items by genre and by artist. Before, CDs were organized by title of the album.</p> <p>Staff provided 15 tech tutor sessions and has been actively promoting the library's databases including Mango Languages, Learning Express, Novelist, and Consumer Reports.</p> <p>Youth Services staff visited six schools in the area to promote the Summer Reading Program and did the morning announcements at Parkview Middle School. She was excited and comfortable doing presentations for large groups in the schools. She is a nice fit for our branch!</p> <p>Over 80 kids and adults attended the Superhero Science program on magnets.</p>				
X				
X				
X				
X		X		
X		X		
X		X		
X		X		
X				
	X			
X				
X				

<p>Library Mission: <i>Brown County Library provides trusted information and resources to connect people, ideas, and community.</i></p>	<p>Enhance Education for Children</p>	<p>Support Economic Development</p>	<p>Provide a Third Place to Engage Community</p>	<p>Foster Cultural & Diversity Awareness</p>	<p>Management Goal</p>
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[illegible]



Library Mission:
Brown County Library provides trusted information and resources to connect people, ideas, and community.

registered close to 200 new customers!

Two series of children's programs were very well attended and the families had a lot of fun. 'Penguin Play School' uses the Literacy Launch Pads staff assembled as part of a grant, and the 'Picnic and Play' is a collaboration of BCL, DP Public Health, Live 54218, and Birth to Three. Every fourth grader in east DP schools visited the library over 3 days as part of their 'local history tour'. The meeting rooms were used to show the 'De Pere Picture Show' and SEEDs volunteers presented at the Sustainable Learning Center.

A 'tech tutor' area as et up in the unused space near the checkout desk. This now has a computer that staff can use to assist customers as well as a table to use for one-on-one eBook help or other tech questions.

The "Frozen" program drew over 200 people. Elsa and Anna were there to lead a sing-along and have pictures taken, and the mic was open for karaoke after.

A Segway demo program was well attended and a lot of fun for the participants.

The Local Author Showcase featured Nick Nesvaci! the inspiration behind the StingCancer movement.

Four tests were proctored this month. We are noticing an increase in requests for proctoring, (one instructor said the libraries are the best to work with when setting up tests for students.)

Guests for children's programs included Rhonda Leet presenting the craft of spinning wool into yarn, a yoga instructor from Bay Area Yoga doing a class for kids, and Sharon Verbeten presenting a Barbie program for all ages, adults and kids like to come to this one.

Pulaski Branch Successes

Summer Reading is off to a great start! The first day saw 55 children, 23 teens and 5 adults sign up.! Signups continue to go strong, and we have a great group of teen volunteers.

There were seven customers who attended the June book club discussion for The Light Between Oceans by M.L. Stedman

We had a customer needing assistance with an employer's website. Staff was able to navigate it, sign in and accept the job offer sent to him.

He was very grateful for our help in getting this new job!

A tourist traveling through stopped at the library for assistance locating the Ice Age Trail. Staff was able to find several items to assist her. She was very happy. She regularly hikes trails all over Wisconsin and Michigan.

Southwest Branch Successes

The annual carnival on June 18 was the most successful in recent memory: great attendance (425) and neighborhood turnout, 20+ fantastic volunteers, staff help from other library locations, and community members like Jeff Jahnke, Diane Wilson and United Way volunteers who donated their time, resources and expertise, made this the best carnival we've had in recent memory. United Way volunteers included from these area business: Festival Foods, Schneider, WPS, NEW Curative, Humana, Proctor & Gamble, BC United Way.

A customer who has been using our library for years dropped off a card and gift for us to use in the library. The message in the card reads "For so many years I came to this library and being greeted with kindness all that time, I made a gift for you all to see every day when you come to work and I hope it brings a smile to your face and with that, remember the impact you are making on so many adults and children!"



Brown County Library Report June, 2015

Strategic Priorities

Library Mission: <i>Brown County Library provides trusted information and resources to connect people, ideas, and community.</i>	Strategic Priorities				
	Enhance Education for Children	Support Economic Development	Provide a Third Place to Engage Community	Foster Cultural & Diversity Awareness	Management Goal
<p>The branch celebrated the 15 year anniversary of the current building. Customers enjoyed looking through our old photo albums and enjoying the treat we provided</p> <p>Youth Services staff attended a workshop in Appleton on college readiness for teens and how we can best provide services to this group. With school ending, Amy has joined the team full time. She is learning the ropes, and starting to make her impact at WH. We are very excited to have her!</p> <p>Tuesday Tech Tutors, that will offer 30-minute time slots for customers to gain help with their technology needs, kicked off and will continue in the Fall.</p> <p>This month staff proctored over 10 exams for 4 students. They have been very appreciative.</p> <p>This month we have had 185 new library card sign-ups! 100 children cards and 85 adult cards</p> <p>New furniture was added to the children's area. New couches and chairs replaced the old ones that were in bad shape. In addition, a soft hedgehog animal cushion and tree stump chairs were added. They have freshened up our children's area and the children are enjoying the new additions!</p> <p>A customer stopped at the checkout desk asking if we had meeting space available to rent. Staff showed her how to access the meeting room rental online request form from the website so she could see how to check for available dates/times and request a room from home. Her reaction: "that is slick!" She was quite impressed with the room(s) we have available as well</p> <p>A woman came in with an old photograph looking to get it appraised. Even though we don't offer that service, staff was able to locate over 80 dealers/appraisers in the local area to assist her. Staff also instructed her how to find this information on her own. She was very appreciative!</p> <p>Wrightstown Branch Successes</p> <p>Kids Care Daycare has started to come again this summer on Thursday afternoons to check out books.</p> <p>Biscuit the Dog came to the library and we had 54 people in attendance</p> <p>Dave Liethen from Molina Health Care brought Dr. Cleo the Cat and we had 41 people in attendance</p> <p>High Street Salon came and provided the children with braids and painted nails! We had 33 people in attendance.</p> <p>We continue to tag our collection - the children's collection and YA collection is complete, along with adult large print, mystery and non-fiction collections.</p>	X	X	X	X	
	X	X	X		
		X			
	X				
	X	X	X	X	
	X		X		
	X				
	X				
	X				
	X				

Museum

Budget Status Report (Unaudited)

8/6/15 Ed & Rec

	Adopted Budget	YTD Actual	YTD Percentage	Comments:
Property Taxes	\$ 833,416	\$ 416,708	50.0%	
Intergov Revenue	\$ 25,000	\$ -	0.0%	
Public Charges	\$ 163,475	\$ 48,865	29.9%	
Miscellaneous/ Donation Revenue	\$ 246,000	\$ 143,941	58.5%	
Other Financing Sources	\$ 74,000	\$ 24,000	32.4%	
Personnel Costs	\$ 596,423	\$ 238,315	40.0%	
Operating Expenses	\$ 745,468	\$ 366,232	49.1%	
Outlay	\$ -	\$ -	#DIV/0!	

Comments:

Public Charges: include gate, photo sales, vending and room rental.

Other Financing: intrafund transfer for Master Planning. \$74,000 carry over to FY15

Miscellaneous Revenue: includes NPMF funds for exhibits and programs.

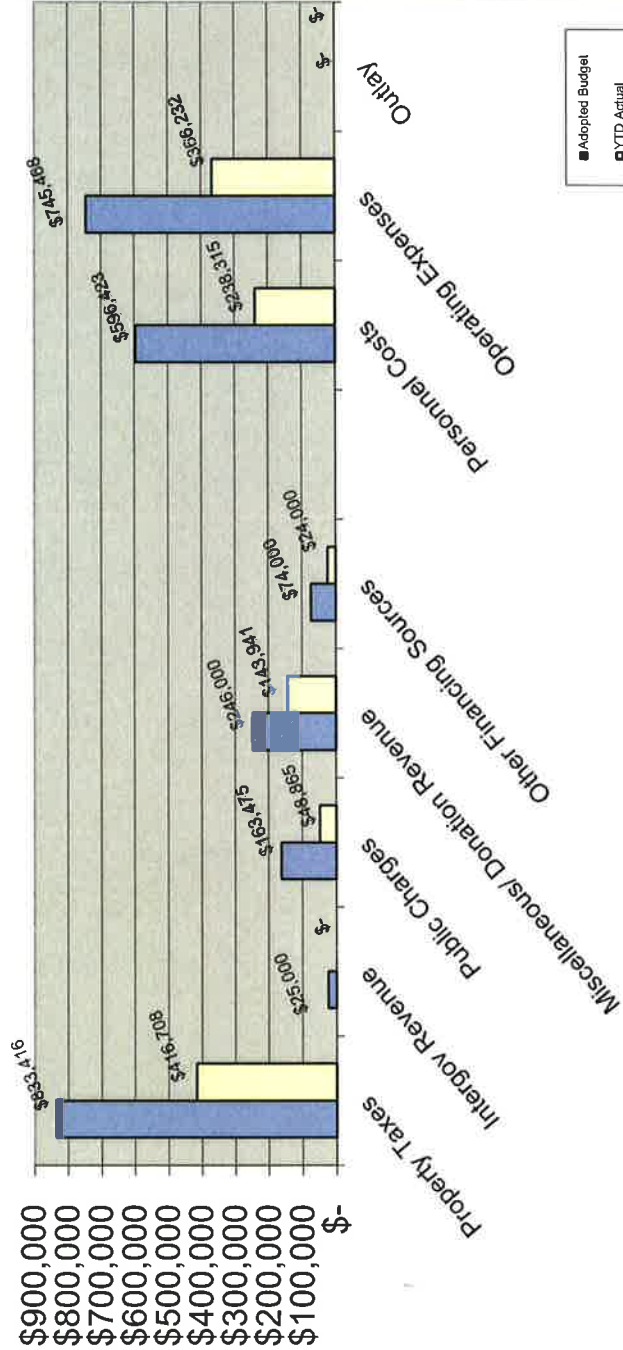
NPMF uses intra-county expense Copy Center

charge back amounts are deposited in Miscellaneous Revenue line

Intergov Revenue: we did not receive WI State Dept of Tourism JEM grant

Operating Expenses has a YTD encumbrance amount of \$61,983.11 due to Security Contract and Advertising

Museum - June 30, 2015





Bridging Communities. Connecting Generations.

Neville Public Museum Director's Report Education & Recreation Committee Brown County Board of Supervisors August 6, 2015

Operations: The month of July presented many opportunities for the Neville Public Museum to bridge communities and connect generations through public programming. Music U sponsored a stage during Festival Foods Fire Over the Fox. Music U – Student to Stage is Green Bay's only stand-alone music school. Music U was opened in January of 2012 by founders Dennis Panneck, Pat Hibbard and Kelly Klaus. Music U has a mission- to get it's students playing in organized groups as quickly as possible. The real magic happens when students are able to collaborate with one another and expand their playing.

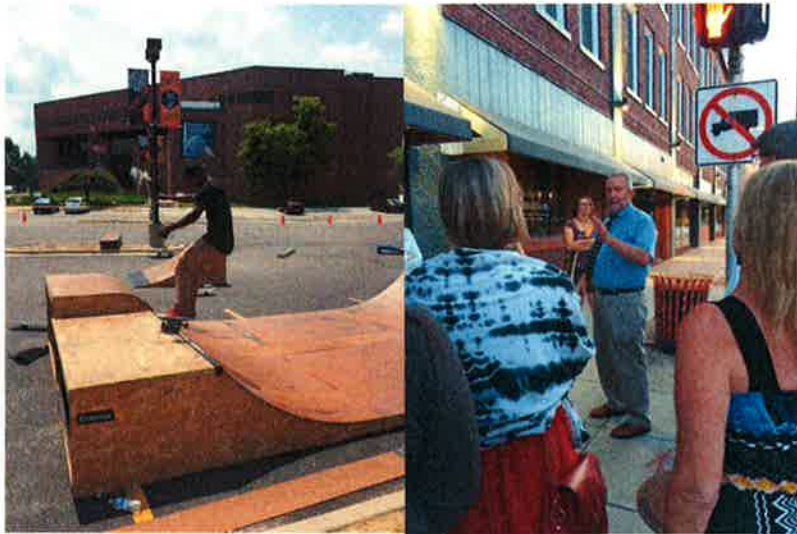
For the second year in a row the Neville partnered with Aurora BayCare Open Streets Green Bay and was the host location to the Rock n' Roll zone where there were skate ramps with demonstrations, bike tire adjustments and an antique bike show. Open Streets Green Bay is a one-day event held in downtown Green Bay where the streets are closed to vehicle traffic, and opened for fun transportation alternatives, such as biking, walking, running, skating and more. The Neville looks forward to partnering with both organizations again in 2016.

On Tuesday, July 14th Alderman Mark Steuer discussed the development of the Fort Howard and Broadway districts, and the efforts of the Historic Preservation Commission to protect and maintain the city's historic structures. The role of the HPC, and its efforts to attain certified local government status, was also covered. A walking tour of the area followed the program.

The Neville Public Museum Governing Board met on Monday, July 13th. 2016 proposed Museum fees were reviewed and much discussion ensued. Questions were asked regarding school tour visitation, room rental rates, and senior rates. Observations were offered such as not charging an admission fee, not charging for school visitation, adding a senior fee, and increasing all room rental fees. Museum Director Lemke shared that proposing increases in 2016 would allow for a balanced budget and provide for marketing and promotions of the 2016 exhibits the Neville Public Museum Foundation supports financially.



Festival Foods Fire Over the Fox Music U Stage



Open Streets Green Bay Rock n' Roll Zone and Building Our Community walking tour with Alderman Mark Steuer

Neville Public Museum Foundation: The Neville Public Museum Foundation Board Finance Committee met on Monday, July 27, 2015. A draft 2016 Neville Public Museum Exhibit Budget was provided. Museum Director Lemke answered questions about the 2016 temporary exhibit subjects and the total exhibit request including program request. New to the 2016 joint process Museum Director Lemke provided a separate detailed spreadsheet breaking out individual programming expenses.

Museum Strategic Planning: STRATEGIC AUDIENCE ANALYSIS & KEY MESSAGE SERVICES

Bridging Communities. Connecting Generations.

Key Audiences: Families, Educators, Member/Donors and Local Businesses

The Leadership Team continues work on the following opportunities as part of the Neville's Strategic Planning.

- Use the strategic purpose to hold employees accountable. This means routinely asking the employees to show how they have improved "bridges to the community" and "connecting generations".
- Train employees on how to use the strategic purpose statement in their daily interactions and decision-making.
- Advocate for the Neville based on the strategic purpose. Seize every chance to amplify on the core message of "Bridging communities. Connecting generations."
- Re-orient marketing efforts around the strategic purpose.

Upcoming Exhibits:

EXTREME DEEP: Mission to the Abyss

Take a deep dive into the mysterious world of deep-sea exploration at the Neville Public Museum. Presented by Evergreen Exhibitions in collaboration with Woods Hole Oceanographic Institution, *EXTREME DEEP* is an interactive exhibit that highlights the adventures of deep-sea discovery through cutting-edge science and technology. Newly discovered life forms, thermal vents, close-up views of deep-sea research submersibles, and shipwrecks, including the *Titanic*, are among the attractions in this deep-sea adventure. (Sept. 19, 2015 — Jan. 3, 2016)

Sisters in Spirit: Native American Stories in Rocks and Beads

Wisconsin is a unique mixture of immigrant and native populations. Living together in complicated relationships for hundreds of years, both populations shaped the State in which we live. *Sisters in Spirit: Native American Stories in Rocks and Beads* displays the works of two artists – one Oneida and one from European stock – who both hear the whispers of the original occupants of our shared home. When their work is viewed together, the viewer gets a compelling glimpse of the continuing influence of Native Americans on contemporary Wisconsin art. Through their art, the ancient stories of our land speak again. (Sept. 26, 2015 — Feb. 14, 2016)

Celebrate Centennial Programming:

August 2015

8/1/15 Explorer Saturdays at the Neville 12pm-3pm
8/5/15 CSI Youth Camp in partnership with UW-Extension 9am-12pm or 1pm-4pm
8/5/15 Green Bay Historic Architecture Segway Tour
8/11/15 *Centennial Architecture Public Forum*
8/15/15 Summer Soda Workshop
8/27/15 Dinner Program – Steaming Through Time with Christopher Winters

September 2015

9/5/15 Explorer Saturdays at the Neville 12pm-3pm
9/16/15 Chamber After Hours Location
9/17/15 Reception *Extreme Deep*
9/19/15 Public Opening *Extreme Deep*
9/19/15 Music at the Museum Bob Teed & The Satisfaction 12pm-3pm
9/26/14 Public Opening *Sisters in Spirit*
9/26/15 Music at the Museum Bob Teed & The Satisfaction Encore Performance 12pm-3pm

October 2015

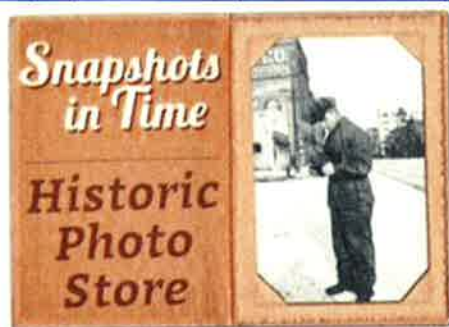
10/3/15 Explorer Saturdays at the Neville 12pm-3pm
10/6/15 *Extreme Deep* lecture series
10/8/15 Reception *Sisters in Spirit*
10/13/15 *Extreme Deep* lecture series
10/15/15 Cellar Series Beer Recipe
10/20/15 *Extreme Deep* lecture series
10/22/15 Free School Program/Performance - Carol O'Smart – The Rosa Minoka Hill Story
10/22/15 Dinner Program – Carol O'Smart – The Rosa Minoka Hill Story
10/24/15 *Sisters in Spirit* - Kid's Council workshop
10/29/15 Cellar Series Beer Bottling
10/29/15 Jennifer M. Stevens Iroquois Pottery Public Program 6pm

Neville Public Museum Website: 2014 total visits = 131,438 (*62% increase over 2013)

January 2015 **Visits** 22,198 (*76% increase in visits from January 2014) **Page Views** 33,759
February 2015 **Visits** 17,591 (*78% increase in visits from February 2014) **Page Views** 29,120
March 2015 **Visits** 18,269 (*74% increase in visits from March 2014) **Page Views** 22,841
April 2015 **Visits** 16,289 (*99% increase in visits from April 2014) **Page Views** 24,963
May 2015 **Visits** 13,662 (*52% increase in visits from May 2014) **Page Views** 21,791
June 2015 **Visits** 15709 (*61% increase in visits from June 2014) **Page Views** 25094

Neville Public Museum Online Photo Sales

<http://photos.nevillepublicmuseum.org/>



May '15 Visits 767 Page Views 8953
June '15 Visits 1025 Page Views 16,353

Neville Public Museum Facebook:

FY 2014

Total Page Likes 73,553
New Likes 833
People Engaged 24,712
Total reach 1,127,429

2015

January reach 37,055
February reach 92,044
March reach 102,471
April reach 143,821
May reach 53,979
June reach 29,269

Neville Public Museum Attendance and Revenue Comparison

Comparison January-June 2014 to January-June 2015 = 2.7% increase in revenue over 2014

	2014		2015		Att
	Attendance	Admission Revenue	Attendance	Admission Revenue	
January	1,825	\$4,601.00	3,847	\$ 8,068.50	
February	2,545	\$4,401.00	4,639	\$ 8,581.00	
March	3,280	\$7,959.50	3,388	\$ 6,749.00	
April	3,705	\$6,518.00	3,118	\$ 4,290.50	
May	3,517	\$6,212.00	3,127	\$ 4,488.50	
June	3,358	\$7,890.50	3,212	\$ 6,439.75	
July	3,623	\$11,645.50			
August	4,222	\$11,946.00			
September	2,881	\$6,359.50			
October	4,059	\$9,668.50			
November	5,576	\$14,606.00			
December	7,864	\$22,542.50			
TOTALS	46,455	\$114,350.00	21,331	\$38,617	

Neville Public Museum Attendance and Revenue June 2015

Date	Day	Admission	Guided Tours	Self-Guided Tours	Facility Rental/Meeting Attendees	Event/Program Attendance	Total Attendance	Total Admission Revenue (Net)	Total Facility Rental Revenue
1	Monday						0		
2	Tuesday	27					27	\$68.50	
3	Wednesday	188		9		23	220	\$107.50	
4	Thursday	18			12		30	\$50.00	
5	Friday	43	39	15			97	\$265.00	
6	Saturday	74			118		192	\$191.00	\$300.00
7	Sunday	115			56		171	\$398.50	\$110.00
8	Monday						0		
9	Tuesday	24		3		25	52	\$53.00	
10	Wednesday	33	49	4			86	\$288.00	
11	Thursday	115		17	7		139	\$410.75	
12	Friday	119					119	\$271.50	
13	Saturday	156					156	\$460.00	
14	Sunday	63		2			65	\$244.00	
15	Monday						0		
16	Tuesday	64					64	\$190.50	
17	Wednesday	42	100		18	75	235	\$371.00	\$35.00
18	Thursday	43					43	\$124.00	
19	Friday	51					51	\$133.50	
20	Saturday	130				25	155	\$433.50	
21	Sunday	25					25	\$36.00	
22	Monday						0		
23	Tuesday	53	80		66		199	\$364.50	
24	Wednesday	67	51				118	\$279.50	
25	Thursday	618					618	\$832.00	
26	Friday	88					88	\$240.50	
27	Saturday	50			40		90	\$150.00	\$170.00
28	Sunday	47				15	62	\$147.50	
29	Monday	110					110	\$329.50	
30	Tuesday						0		
TOTAL		2,363	319	50	317	163	3,212	\$6,439.75	\$615.00

May Total Attendance 3,127
May Outreach 710
May Grand Total Served 3,837

June Total Attendance 3,212
June Outreach 175
June Grand Total Served 3,387

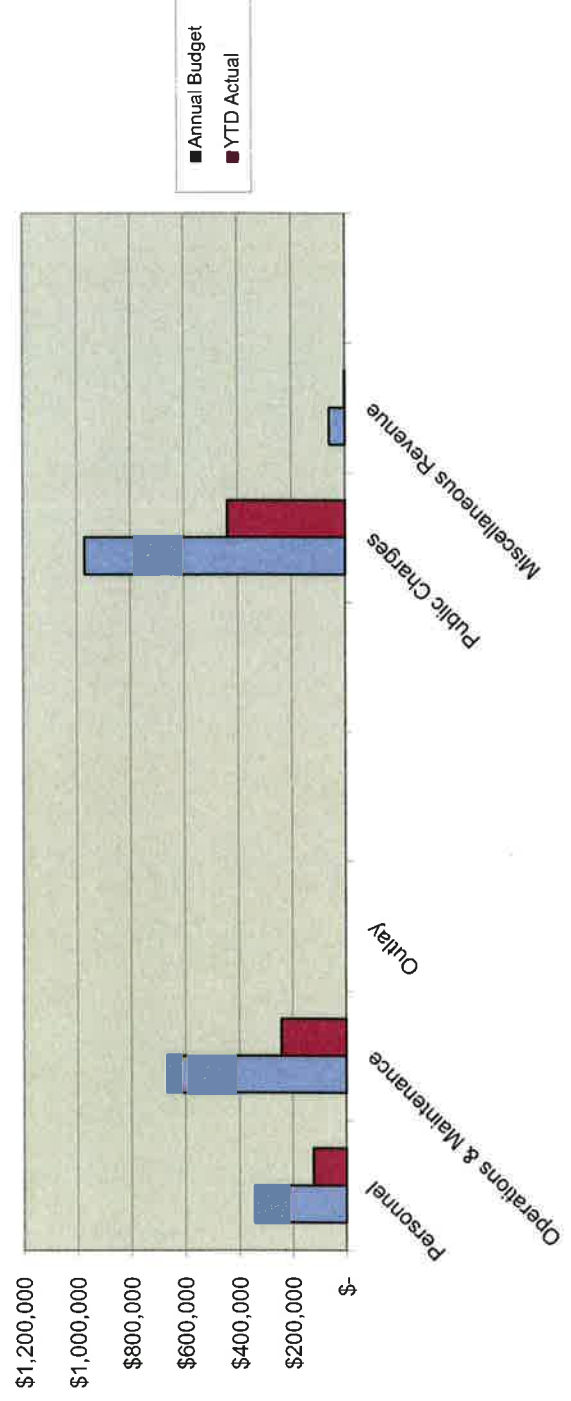
6/30/2015

	Annual Budget	YTD Budget	YTD %
Personnel	\$ 343,648	\$ 123,230	36%
Operations & Maintenance	\$ 666,643	\$ 243,752	37%
Outlay	\$ -	\$ -	0%
Public Charges	\$ 971,100	\$ 438,473	45%
Miscellaneous Revenue	\$ 58,500	\$ 2,046	3%
Public Charges consists of the following			
Green Fees	\$ 680,000.00	\$ 330,060.00	49%
Cart Fees	\$ 200,000.00	\$ 74,115.00	37%
Concessions	\$ 90,000.00	\$ 34,298.00	38%

HIGHLIGHTS:

The Golf Course is a seasonal operation that operates April through November. All expenses and revenues are well within budgeted amounts.

Golf Course Budget Analysis June 30, 2015



Golf Course Superintendent's Report

August 6, 2015

During the month of July here are a few highlights of things that were done:

1. Golf Course Update
 - a. Golf Course is great shape
 - b. Pump House took a lightning strike
 - i. As I write this we have been able to get one pump up and running,
 - ii. This will allow us to water
 - iii. We will not be able to water everything in a night
 - iv. We will be prioritizing the areas we feel need water the most.
 1. Greens are high priority
 2. Tees and Fairways are second
 3. All other areas are a low priority
 - a. Roughs, landscape beds etc..
 - v. A pump specialist has been onsite and has started to breakdown what is not working
 - vi. Insurance company has been notified
 - vii. I will know more on the date of the meeting
2. Golf Course July Maintenance
 - a. Topdress all green and approaches
 - b. Fertilize all Fairways
 - c. Hand water greens as needed
 - d. Continue to apply growth regulators and fertilizer to all greens
 - e. All scheduled fungicides have been applied
3. Pond on #17
 - a. Pond has been repaired.
 - b. Cart Path needs to be patched
 - c. Pond has been sprayed for weeds
 - d. Looking at using donated funds in 2016 to dig pond deeper and add a fountain
 - i. This will help keep the weeds under control
4. Upcoming Events
 - a. Brown County Men's Amateur August 6th, 7th, and 8th
 - b. CASA August 10th
 - c. Buex Mettler Foundation August 22nd

Brown County Parks Budget Status Report

6/30/2015

Expenses

	Amended Budget	YTD Actual	Percent of Budget
Personnel Costs	\$ 1,059,933	449,217	42%
Operating Expenses	\$ 665,126	337,675	51%
Utilities	\$ 124,040	50,630	41%
Outlay	\$ 8,000	0	0%

Revenues

Property Taxes	\$ 895,700	447,850	50%
Intergov Revenue	\$ 47,975	42,263	88%
Public Charges/Misc. Revenue	\$ 913,424	407,224	45%

HIGHLIGHTS:

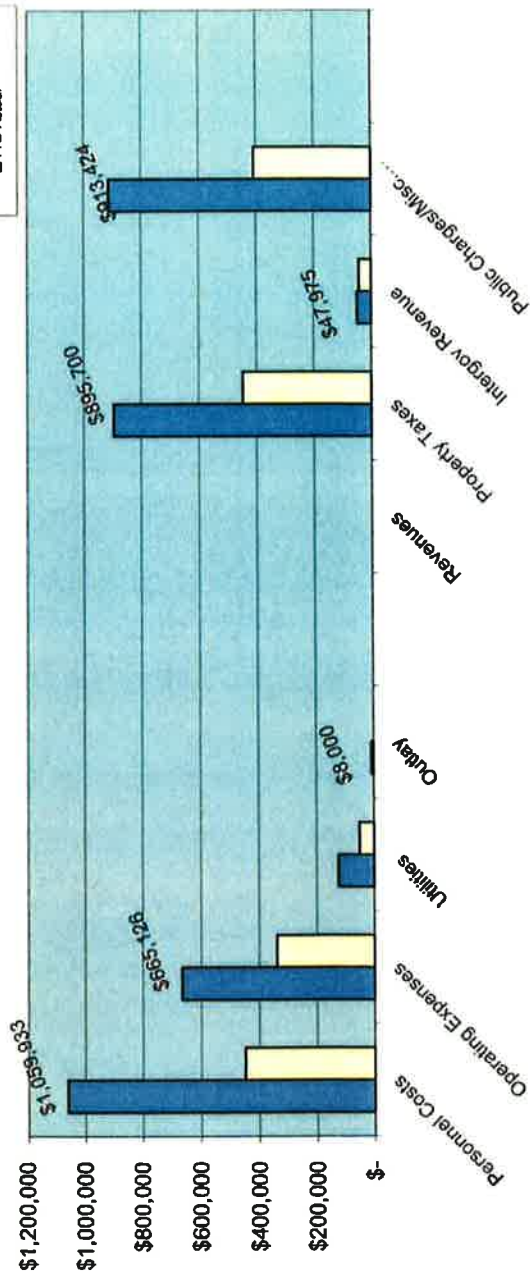
Expenses:

All expenses are as expected, with the exception of vehicle/equipment repairs.

Revenues:

All revenues are as expected for the end of June.

Parks - June 30, 2015





General Parks

Budget by Account Classification Report

Through 06/30/15
Prior Fiscal Year Activity Included
Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
100 - GF										
REVENUE										
Property Taxes	895,700.00	.00	895,700.00	74,641.67	.00	447,850.02	447,850.02	447,849.98	50	859,924.00
Intergov. Revenue	47,975.00	.00	47,975.00	42,262.98	.00	42,262.98	42,262.98	5,712.02	88	291,396.66
Public Charges	705,200.00	.00	705,200.00	66,765.50	.00	405,699.74	405,699.74	299,500.26	58	707,398.84
Miscellaneous Revenue	2,300.00	.00	2,300.00	833.76	.00	1,523.69	1,523.69	776.31	66	13,126.55
Other Financing Sources	205,924.00	.00	205,924.00	.00	.00	.00	.00	205,924.00	0	193,866.17
REVENUE TOTALS	\$1,857,099.00	\$0.00	\$1,857,099.00	\$184,503.91	\$0.00	\$897,336.43	\$897,336.43	\$959,762.57	48%	\$2,065,712.22
EXPENSE										
Personnel Costs	1,059,933.00	.00	1,059,933.00	92,005.37	.00	449,217.40	449,217.40	610,715.60	42	1,045,762.59
Operating Expenses	789,166.00	.00	789,166.00	102,294.96	7,747.50	388,304.92	393,113.58	393,113.58	50	732,629.72
Outlay	8,000.00	.00	8,000.00	.00	4,600.00	.00	.00	3,400.00	58	285,959.99
EXPENSE TOTALS	\$1,857,099.00	\$0.00	\$1,857,099.00	\$194,300.33	\$12,347.50	\$837,522.32	\$837,522.32	\$1,007,229.18	46%	\$2,064,351.30
Fund 100 - GF Totals										
REVENUE TOTALS	1,857,099.00	.00	1,857,099.00	184,503.91	.00	897,336.43	897,336.43	959,762.57	48	2,065,712.22
EXPENSE TOTALS	1,857,099.00	.00	1,857,099.00	194,300.33	12,347.50	837,522.32	837,522.32	1,007,229.18	46	2,064,351.30
Grand Totals	\$0.00	\$0.00	\$0.00	(\$9,796.42)	(\$12,347.50)	\$59,814.11	\$59,814.11	(\$47,466.61)		\$1,360.92
Grand Totals										
REVENUE TOTALS	1,857,099.00	.00	1,857,099.00	184,503.91	.00	897,336.43	897,336.43	959,762.57	48	2,065,712.22
EXPENSE TOTALS	1,857,099.00	.00	1,857,099.00	194,300.33	12,347.50	837,522.32	837,522.32	1,007,229.18	46	2,064,351.30
Grand Totals	\$0.00	\$0.00	\$0.00	(\$9,796.42)	(\$12,347.50)	\$59,814.11	\$59,814.11	(\$47,466.61)		\$1,360.92

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Special Revenue
Accts. (182)

Budget by Account Classification Report

Through 06/30/15
Prior Fiscal Year Activity Included
Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 120 - Park Donations										
REVENUE										
Interim Revenue	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
Miscellaneous Revenue	10,200.00	.00	10,200.00	49.96	.00	292.31	292.31	9,907.69	3	13,864.29
Contributing Sources	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
REVENUE TOTALS	\$10,200.00	\$0.00	\$10,200.00	\$49.96	\$0.00	\$292.31	\$292.31	\$9,907.69	3%	\$13,864.29
EXPENSE										
Operating Expenses	15,396.00	.00	15,396.00	100.00	.00	713.95	713.95	14,682.05	5	31,370.43
Other	.00	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$15,396.00	\$0.00	\$15,396.00	\$100.00	\$0.00	\$713.95	\$713.95	\$14,682.05	5%	\$31,370.43
Fund 120 - Park Donations Totals										
REVENUE TOTALS	10,200.00	.00	10,200.00	49.96	.00	292.31	292.31	9,907.69	3	13,864.29
EXPENSE TOTALS	15,396.00	.00	15,396.00	100.00	.00	713.95	713.95	14,682.05	5	31,370.43
Fund 120 - Park Donations Totals	(\$5,196.00)	\$0.00	(\$5,196.00)	(\$50.04)	\$0.00	(\$421.64)	(\$421.64)	(\$4,774.36)		(\$17,506.14)
Fund 121 - Boat Landing										
REVENUE										
Boat Landing Revenue	110,000.00	.00	110,000.00	29,258.47	.00	61,738.18	61,738.18	48,261.82	56	106,589.87
Other	.00	.00	.00	.00	.00	.00	.00	.00	+++	345.55
REVENUE TOTALS	\$110,000.00	\$0.00	\$110,000.00	\$29,258.47	\$0.00	\$61,738.18	\$61,738.18	\$48,261.82	56%	\$106,935.42
EXPENSE										
Operating Expenses	222,310.00	99,104.00	321,414.00	18,059.21	1,800.00	26,726.90	26,726.90	292,887.10	9	74,699.80
Other	85,000.00	7,500.00	92,500.00	.00	.00	.00	.00	92,500.00	0	15,736.00
EXPENSE TOTALS	\$307,310.00	\$106,604.00	\$413,914.00	\$18,059.21	\$1,800.00	\$26,726.90	\$26,726.90	\$385,387.10	7%	\$90,435.80
Fund 121 - Boat Landing Totals										
REVENUE TOTALS	110,000.00	.00	110,000.00	29,258.47	.00	61,738.18	61,738.18	48,261.82	56	106,935.42
EXPENSE TOTALS	307,310.00	106,604.00	413,914.00	18,059.21	1,800.00	26,726.90	26,726.90	385,387.10	7	90,435.80
Fund 121 - Boat Landing Totals	(\$197,310.00)	(\$106,604.00)	(\$303,914.00)	\$11,199.26	(\$1,800.00)	\$35,011.28	\$35,011.28	(\$337,125.28)		\$16,499.62
Fund 122 - Cross County Ski										
REVENUE										
Park Donations	36,500.00	.00	36,500.00	.00	.00	11,205.44	11,205.44	25,294.56	31	31,997.09
Miscellaneous Revenue	25.00	.00	25.00	.00	.00	10.00	10.00	15.00	40	1.00
REVENUE TOTALS	\$36,525.00	\$0.00	\$36,525.00	\$0.00	\$0.00	\$11,215.44	\$11,215.44	\$25,309.56	31%	\$31,998.09
EXPENSE										
Operating Expenses	33,250.00	.00	33,250.00	721.60	.00	4,043.60	4,043.60	29,206.40	12	26,295.63
Other	60,000.00	.00	60,000.00	.00	.00	23,872.57	23,872.57	36,127.43	40	.00
EXPENSE TOTALS	\$93,250.00	\$0.00	\$93,250.00	\$721.60	\$0.00	\$27,916.17	\$27,916.17	\$65,333.83	30%	\$26,295.63
Fund 122 - Cross County Ski Totals										
REVENUE TOTALS	36,525.00	.00	36,525.00	.00	.00	11,215.44	11,215.44	25,309.56	31	31,998.09

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Summary Listing



Adventure Park

Budget by Account Classification Report

Through 06/30/15

Prior Fiscal Year Activity Included

Summary Listing

Account Classification									
Fund 643 - Adventure Park									
REVENUE									
Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
329,302.00	1,000.00	330,302.00	45,260.10	.00	77,181.41	253,120.59	23	279,881.09	
.00	.00	.00	.00	.00	678.77	(678.77)	+++	.00	
.00	.00	.00	.00	.00	.00	.00	+++	275,000.00	
\$329,302.00	\$1,000.00	\$330,302.00	\$45,260.10	\$0.00	\$77,860.18	\$252,441.82	24%	\$554,881.09	
REVENUE TOTALS									
EXPENSE									
157,511.00	.00	157,511.00	19,563.78	.00	45,886.54	111,624.46	29	111,160.30	
171,791.00	1,000.00	172,791.00	4,962.75	.00	30,509.26	142,281.74	18	149,602.08	
.00	.00	.00	.00	3,300.00	.00	(3,300.00)	+++	.00	
\$329,302.00	\$1,000.00	\$330,302.00	\$24,526.53	\$3,300.00	\$76,395.80	\$250,606.20	24%	\$260,762.38	
EXPENSE TOTALS									
Fund 643 - Adventure Park Totals									
329,302.00	1,000.00	330,302.00	45,260.10	.00	77,860.18	252,441.82	24	554,881.09	
329,302.00	1,000.00	330,302.00	24,526.53	3,300.00	76,395.80	250,606.20	24	260,762.38	
\$0.00	\$0.00	\$0.00	\$20,733.57	(\$3,300.00)	\$1,464.38	\$1,835.62		\$294,118.71	
Grand Totals									
329,302.00	1,000.00	330,302.00	45,260.10	.00	77,860.18	252,441.82	24	554,881.09	
329,302.00	1,000.00	330,302.00	24,526.53	3,300.00	76,395.80	250,606.20	24	260,762.38	
\$0.00	\$0.00	\$0.00	\$20,733.57	(\$3,300.00)	\$1,464.38	\$1,835.62		\$294,118.71	
Grand Totals									

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Adventure Park Admissions-Per Caps

Attendance

MONTH	Zoo Attend. '15	AP Attend. '15	Zoo Attend. '14	AP Attend. '14
January				
February				
March				
April	19,957	822=4.1%		
May	32,864	1603=4.8%		
June	40,508	2768=6.8%	42,739	3913 =9.2%
July				
August				
September				
October				
November				
December				
TOTAL				

Admission & Per Cap

	2015	2015	2014	2014
		PER		PER
	\$ADMISSIONS\$	CAP	\$ADMISSIONS\$	CAP
MONTH				
January				
February				
March				
April	\$12,837.00	\$15.60		
May	\$23,273.00	\$14.54		
June	\$40,630.00	\$14.67	\$45,923.00	\$11.70
July				
August				
September				
October				
November				
December				
TOTAL	-			

From: Park Department

[illegible]

Ex: Transfer, Wage, Working Conditions

BUDGET ADJUSTMENT REQUEST

15-53

Category

Approval Level

- | | |
|---|---|
| <input type="checkbox"/> 1 Reallocation from one account to another in the same level of appropriation | Dept Head |
| <input type="checkbox"/> 2 Reallocation due to a technical correction that could include: <ul style="list-style-type: none"> • Reallocation to another account strictly for tracking or accounting purposes • Allocation of budgeted prior year grant not completed in the prior year | Director of Admin |
| <input type="checkbox"/> 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation | County Exec |
| <input type="checkbox"/> 4 Any change in appropriation from an official action taken by the County Board (i.e. resolution, ordinance change, etc.) | County Exec |
| <input type="checkbox"/> 5 a) Reallocation of <u>up to 10%</u> of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts) | Admin Committee |
| <input type="checkbox"/> 5 b) Reallocation of <u>more than 10%</u> of the funds original appropriated between any of the levels of appropriation. | Oversight Comm
2/3 County Board |
| <input checked="" type="checkbox"/> 6 Reallocation between two or more departments, regardless of amount | Oversight Comm
2/3 County Board |
| <input checked="" type="checkbox"/> 7 Any increase in expenses with an offsetting increase in revenue | Oversight Comm
2/3 County Board |
| <input type="checkbox"/> 8 Any allocation from a department's fund balance | Oversight Comm
2/3 County Board |
| <input type="checkbox"/> 9 Any allocation from the County's General Fund | Oversight Comm
Admin Committee
2/3 County Board |

Justification for Budget Change:

This budget adjustment is to allocate \$20,000 of salary savings from the Executive's budget to the Park Department for the partial funding of Park improvement projects to be administered by various Friends of the Parks groups. These Friends of the Park groups will raise donations to fund the majority of the projects and Brown County will recognize contributed capital for these donated assets.

The Friends of Neshota Park is fundraising for a playground at Neshota Park with a total cost of \$35,000. Brown County will allocate \$10,000 of the \$20,000 Executive salary savings to this project.

The Wayside Morrison Lions Club is fundraising for a new bridge at Way Morr Park with a total cost of \$35,000. Brown County will allocate \$10,000 of the \$20,000 Executive salary savings to this project.

Bay Nordic Ski Trail group is fundraising for lighted ski trails at the Reforestation Camp with a total cost of \$270,000.

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.029.001.9003	Executive Transfer Out	\$20,000
<input type="checkbox"/>	<input checked="" type="checkbox"/>	100.029.001.5100	Executive Regular Earnings	\$20,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.062.001.9002	Parks Transfer In	\$20,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.062.001.6110.100	Parks Outlay Other (\$5,000+)	\$340,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.062.001.9001	Parks Capital Contribution	\$320,000

EB 7/28
CW

AUTHORIZATIONS


Signature of Department Head *Asst. Director*

Department: PARKS

Date: 7/27/15


Signature of BGA or Executive

Date: 7/28/15

July 15, 2015

**TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS**

Ladies and Gentlemen:

**RESOLUTION TO APPROVE AN EASEMENT FROM BROWN COUNTY TO THE
CITY OF DEPERE FOR A SANITARY SEWER LINE**

WHEREAS, the City of De Pere has requested an easement regarding a sanitary sewer which extends along the west side of the Fox River in the City of De Pere from Prospect Place to the Waste Water Treatment Plant, said easement being ten foot wide located adjacent to the river and within the high water mark on an unmaintained walking trail along the Fox River; and,

WHEREAS, Brown County is the owner of said real estate containing said sanitary sewer, which De Pere is requesting the easement for, known as Parcel No. WD-70-1 and described as follows:

A ten foot wide easement to the City of De Pere for sanitary sewer purposes located in part of the Northerly 200 feet of Lot 4 of Subdivision of Private Claim 26 WSFR lying Easterly of Old Highway 41 being part of Private Claim No. 26, West Side of the Fox River, City of De Pere, Brown County, Wisconsin whose centerline is more fully described as follows:

Commencing at MH No. 64 as described in Document No. 2704951, Brown County Records; thence N73°52'21"E, 157 feet more or less to the South line of Lands described in Volume 153, Deeds, Page 414, Brown County Records; thence continuing N73°52'21"E, 246 feet more or less to MH No. 65; thence N70°30'59"E, 44 feet more or less to the North line of said Volume 153, Deeds, Page 414 and the point of ending.

and as shown on the attached map; and,

WHEREAS, Brown County and the City of De Pere agree it is in the best interest of the public to grant said easement for sanitary sewer purposes.

NOW, THEREFORE, BE IT RESOLVED, that the Brown County Board of Supervisors consents to the grant of the Sewer Easement to the City of De Pere, and authorizes execution by the Brown County Executive and the Brown County Clerk of the attached Sewer Easement.

Respectfully submitted,

EDUCATION & RECREATION COMMITTEE

Approved By:

COUNTY EXECUTIVE

Date Signed: _____

Authored by Zoo & Park Mgmt. – Parks
Approved as to form by Corporation Counsel

Fiscal Note: This resolution does not have a fiscal impact; and therefore does not require an appropriation from the General Fund.

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
HAEFS	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
KAYE	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
LA VIOLETTE	14				
KATERS	15				
KASTER	16				
VAN DYCK	17				
JAMIR	18				
ROBINSON	19				
CLANCY	20				
CAMPBELL.	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
FEWELL	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

PARK MANAGEMENT

Brown County

1150 BELLEVUE STREET, RM 151
GREEN BAY, WI 54302

PHONE (920) 448-4464 FAX (920)448-4054

E-MAIL KRIESE_MM@CO.BROWN.WI.US



MATTHEW M. KRIESE

ASSISTANT PARK DIRECTOR

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 6/23/15

REQUEST TO: County Board

MEETING DATE: TBD

REQUEST FROM: Matt Kriese

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: De Pere Sewer Easement through the Fairgrounds

ISSUE/BACKGROUND INFORMATION:

De Pere had established a sewer line in 2008 through the fairgrounds property and has recorded documentation on parcels WD-57 and WD-67; however WD-70-1 was never recorded. There is no easement on file for this parcel and this request is to create an official easement for parcel WD-70-1.

ACTION REQUESTED:

This sewer line currently exists. Action to approve is recommended. It is our department's evaluation that the location of this easement will not affect operation or future use of the property. The ten foot wide easement is located adjacent to the river and within the ordinary high water mark. The area is currently an unmaintained walking trail along the Fox River.

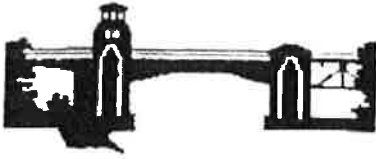
FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☐ Yes ☒ No
 - a. If yes, what is the amount of the impact? \$ _____
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☐ Yes ☐ No
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? _____

☐ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED





City of De Pere

925 South Sixth Street
De Pere, WI 54115-1199
Phone: 920-339-4072 ext. 2239
Cell: 920-639-1019

Karen Heyrman, P.E.
Assistant City Engineer
kheyрман@mail.de-pere.org
www.de-pere.org

June 10, 2015

BROWN COUNTY
P O BOX 23600
GREEN BAY WI 54305-3600

Location of Easement: 1500 FT HOWARD AVE, De Pere Wisconsin
WD-70-1

Dear Property Owner:

We met or spoke in January regarding the sanitary sewer extends along the west side of the Fox River in the City of De Pere from Prospect Place to the Waste Water Treatment Plant. This pipe is located on your property at the above location.

Mau & Associates, LLP worked with the City to provide the attached documents to obtain easements where they could not be found. Please provide the required signature(s) and return to me at your earliest convenience. The City will sign submit the documents to Brown County for recording. You will be provided with copies of the recorded document.

Please contact me at the phone number or e-mail address listed at the top of this page with questions.

Sincerely,

DEPARTMENT OF PUBLIC WORKS

Karen .44. J-feyman

Karen M. Heyrman, P.E.
Assistant City Engineer

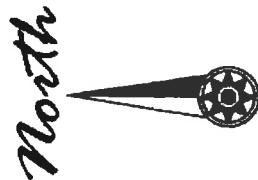
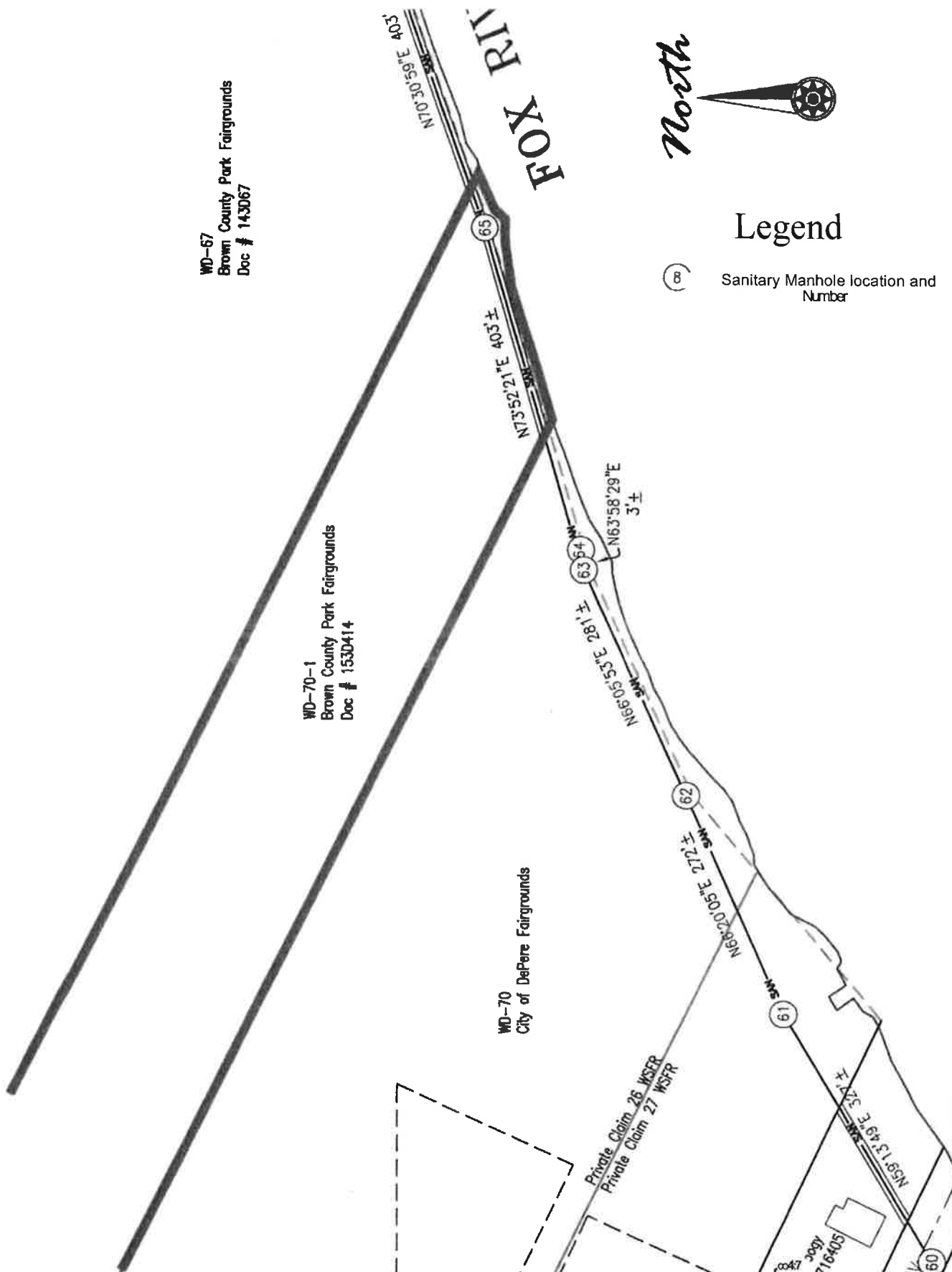
CC: Steve Bieda, Mau & Associates Managing Partner
Scott Thoresen, De Pere Director of Public Works
Eric Rakers, De Pere City Engineer



Client: City of DePere
Tax Parcel:
Drafted By: MRA
File: D-11014EasementExhibit 020615

Mau & Associates
LAND SURVEYING & PLANNING
CIVIL & WATER RESOURCE ENGINEERING
Phone: 920-434-9670 Fax: 920-434-9672

Sheet Ten Ten of Eleven
Project No.: D-11014
Drawing No.: 011n



Legend



Sanitary Manhole location and Number

SEWER EASEMENT

Document Number

Document Title

This Easement granted by Brown County, Wisconsin, a quasi-municipal corporation, State of Wisconsin, "Grantor," hereby grants and conveys to the City of De Pere, a Wisconsin municipal corporation, "Grantee", and its successors and assigns, for no money but other valuable consideration, the receipt of which is hereby acknowledged by Grantor, a perpetual nonexclusive easement over, under, and through the lands described below for the purposes of constructing installing, repairing, replacing and maintaining a sanitary sewer system and related facilities.

The land over, under and through which said easement for the sanitary sewer is granted is as follows:

A ten foot wide easement to the City of De Pere for sanitary sewer purposes located in part of the Northerly 200 feet of Lot 4 of Subdivision of Private Claim 26 WSFR lying Easterly of Old Highway 41 being part of Private Claim No. 26, West Side of the Fox River, City of De Pere, Brown County, Wisconsin whose centerline is more fully described as follows:

Commencing at MH No. 64 as described in Document No. 2704951, Brown County Records; thence N 73°52' 21"E, 157 feet more or less to the South line of Lands described in Volume 153, Deeds, Page 414, Brown County Records; thence continuing N 73° 52' 21"E, 246 feet more or less to MH No. 65; thence N 70° 30' 59"E, 44 feet more or less to the North line of said Volume 153, Deeds, Page 414 and the point of ending.

Parcel contains 3,000 square feet, more or less.

Recording Area

Name and Return Address
Judith Schmidt-Lehman
City of De Pere
335 S. Broadway
De Pere, WI 54115

WD-70-1

Parcel Identification Number (PIN)

It is expressly understood and agreed that Grantor and its successors shall have and retain all rights to the use and occupation of said easement area, including the right to build thereon as they see fit, providing that such use and occupation and any building erected thereon, will not, disturb, damage, destroy, injure or obstruct such sewer easement or part thereof. Grantee agrees not to construct any building, structure, or other permanent improvement over or under the above described area.

In addition to the above permanent easement, Grantor hereby grants unto Grantee a temporary construction easement, over, under and through the above described property and Grantor's adjacent land for construction, maintenance and replacement purposes, and shall do so in a way that is least inconvenient to Grantor. After construction, maintenance and replacement, this temporary construction easement shall revert back to the property owner and be void. Grantee agrees to restore, after completion of construction, maintenance or replacement, the property to its previous condition, or as close thereto as possible.

This Easement shall run with the land and is binding upon and shall inure to the benefit of the heirs, successors and assigns of the parties hereto.

Dated this ____ day of _____, 2015.

BROWN COUNTY

By: _____
Troy J. Streckenbach, County Executive

By: _____
Sandy Juno, County Clerk

State of Wisconsin)
) ss.
County of Brown)

State of Wisconsin)
) ss.
County of Brown)

Personally came before me this ____ day of _____, 2015, the above named Troy J. Streckenbach, County Executive of Brown County, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Personally came before me this ____ day of _____, 2015, the above named Sandy Juno, County Clerk of Brown County, to me known to be the person who executed the foregoing instrument and acknowledge the same.

Notary Public
My commission (expires) (is): _____

Notary Public
My commission (expires) (is): _____

FIELD STAFF REPORT PARK MANAGEMENT JUNE 2015



Marvin Hanson—East Side Manager

Fairgrounds

- Cleaning, Park Security, Park Inventory
- Host Commercial Events (Renaissance Faire, Exhibition bldg. Rentals, Family Motor Coach camping Club, Weekly dog training for Packerland Kennel & 4H Tailwaggers, Daily campground checks)
- Process Maintenance Work Orders
- Lighting upgrade to Horse barn show ring

Neshota Park

- Cleaning, Security Checks and Park Inventory
- Weekly Shelter Rentals
- Weekly Mowing of Trail system
- Repairs to trail after storm damage
- Friends of Neshota Park—Tentative agreement to build new playground in August
- Attend Friends of Neshota Park Meeting in Shelter bldg.

Way-Morr Park

- Security Checks and Park inventory
- Weekly Shelter Rentals
- Process work orders and Playground Inspection
- Music in the Park event

Lily Lake

- Cleaning, Security Checks and Park Inventory
- Daily boat launch collection and enforcement
- Process Work Orders
- Volunteers from Bellevue them at Lily Lake and did general clean up of gardens
- Remove lake aeration system
- Weekly Shelter Rentals

Wrightstown Park

- Cleaning, Security Checks and Park Inventory
- Daily boat launch collection and enforcement
- Weekly Ski shows by the Water Board Warriors Ski club
- Weekly mowing and grounds inspection

Fonferek Glen

- Litter pick-up, Security Checks and Park Inventory
- Process work orders— sign inspections & Inspection of Boundary Signs.

Bay Shore Park

- Cleaning, Park Security, Park Inventory
- Daily Campgrounds collection and Security checks
- Daily boat launch collection and enforcement
- Process Maintenance Work Orders
- Glenmore 4H—volunteer day for park clean up and trail trimming
- Placed flower pot containers—10 donated by Dufek Manufacturing

Wequiock Falls Park

- Cleaning, Park Security, Park Inventory
- Process Maintenance Work Orders
- Clear trees and brush from Waterfall viewing area

FIELD STAFF REPORT PARK MANAGEMENT JUNE 2015

Rick Ledvina West Side Supervisor

Barkhausen Waterfowl Preserve

- Spring school programs wrapped up with over 350 students attending.
- Summer day care programs started with over 50 students attending.
- Brought live animals, furs, antlers and other materials to the Wyer's -Hillard Library in Howard for a 1hour program with over 75 children and adults attending.
- Had a booth at the Green Bay Bullfrog's game with live animals, furs, and other materials. Over 100 people stopping by before and during the game.
- The 4-H Youth Archery Program was held out here at Barkhausen with 5 sessions. 15 students attended and learn basics of archery and got practice shooting a bow.
- Had our last Frog Hike on the 6th and the weather was perfect with many kids catching many frogs. 55 people attended.
- Nathaniel conducted the first Bay Shore Park program for campers and public discussing some history of the area and going for a hike. This free event had over 15 people attend and was a good start to offering more programs at Bay Shore.
- Boat launch is still busy, but did slow down as the fishing wasn't the best. Getting busier again at the end of the month.
- Kayak programs have been going very well and Nathaniel is doing a great job leading these programs.



Brown County Park

- We are in the process of making a Stand up wall for Bricks. People will be able to purchase 4x8 or 8x8 bricks with wording to dedicate whomever they want and the proceeds will go to the Dog Park Maintenance.

Pamperin Park

- Staff continues to cut all assigned park areas and maintain those at our standards.
- The rentals at Pamperin continue and we are moving forward with maintaining the highest quality of service to our customers.
- The playground restroom has been painted both inside and out and another coat will be put on in July.
- The staff assists with processing daily passes in the office.
- We had a few trees down in the park and have processed them for firewood.

Vande Hei Property

- I do security checks of the facility on a regular basis to maintain the integrity of the park.

Fox River Trail - Mountain Bay Trail

- There have been several special events on the trail and all have happened without incident.
- The culvert replacement project is still in progress and we have had discussion with the contractor to complete the punch list soon.
- Spraying and maintenance on the trails continue. We spent several days cutting back the trail sides to maintain our grade on the trail.
- The gardens were planted and mulch was placed as needed.

FIELD STAFF EPORT PARK MANAGEMENT JUNE 2015



Curt Hall

Reforestation Camp

Operations:

- Performed maintenance on all trails including; mowing, spraying weeds and a lot of poison ivy, storm clean up.
- Completed work orders.
- Performed Maintenance and cleaning on all facilities and managed all rentals as needed.
- Rental schedule has been busy and comment cards are turning out very positive.
- Planted flowers and rose bushes at Mar-An-Dol and performed maintenance as needed.
- Coordinated multiple volunteer projects throughout bike and ski trail system.

User Groups:

- Friends of RFC Trails group continues to host a monthly meeting at RFC. Items they are working on are:
 - ⇒ Established administrators within the board. Finalizing insurance coverage, developing a project list, trail re-route options to minimize user conflict.

Adventure Park

Operations:

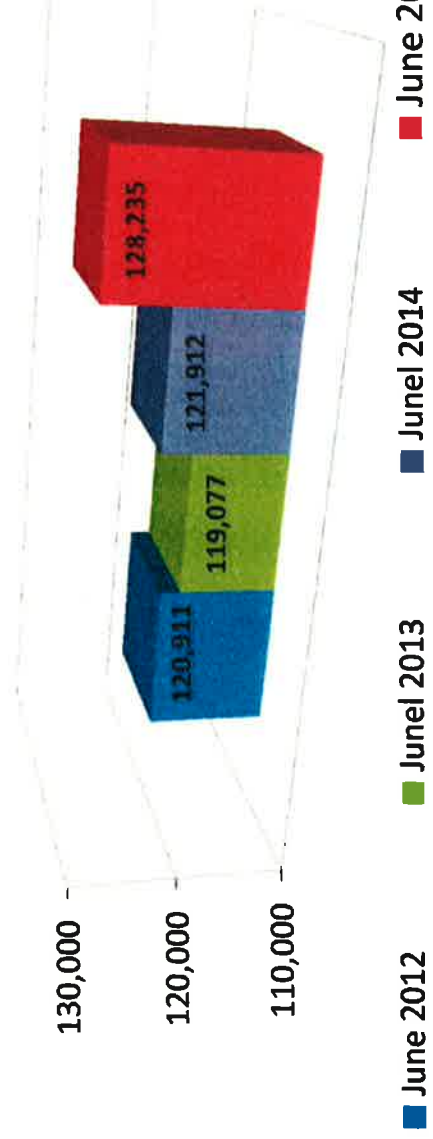
- Opened Adventure Park from 11-7pm, 7 days a week.
- Hosted 10 Special group Programs in June.
- Hosted "Accessible Zip Line Night" June 10th.
- Hosted for "Family Night" June 17th.
- Guided the finishing touches for the Adventure Park Base Camp building including; shelving, fencing, landscaping etc.

Future Program Opportunities:

- Second Zip Line option is very popular with admission being sold at Base Camp.
- Should get some good PR from Base Camp Grand Opening.
- Currently working on a mid season marketing plan.
 - ⇒ Marketing opportunities include: Working with Timber Rattlers, Farmers Market, having kayak and bike demos at family night, utilizing social media outlets more regularly, doing some local TV and radio spots, working with local businesses and non-profits to offer promotions.

BROWN COUNTY PARK USAGE - ATTENDANCE SUMMARY

<u>Park Location</u>	<u>June 2012</u>	<u>June 2013</u>	<u>June 2014</u>	<u>June 2015</u>
Adventure Park	0	0	3,734	2,588
Barkhausen	4428	5770	9,397	8,175
Bay Shore Park	13608	16508	15014	11030
Brown County Park / Dog Park	2989	2167	3776	3116
Fairgrounds	3191	3233	2759	4862
Fonferek's Glen	1390	1590	1545	1905
Fox River Trail	14958	7758	19202	21008
Lily Lake	4175	4095	2292	3149
Mountain-Bay Trail	2317	3612	3812	3101
Neshota Park	3674	5151	3776	3282
Pamperin Park	38839	36945	26651	28665
Reforestation Camp	13338	15308	15300	22130
Suamico Boat Launch	6082	3820	3297	6569
Way-Morr Park	3775	5470	4515	3045
Wequiock Falls	2792	1390	2622	1775
Wrightstown Park	5355	6260	4220	3835
Yearly Grand Totals	120911	119077	121912	128235



Park Department Assistant Director's Report To
The Education and Recreation Committee



Adventure Park: Staff is currently working on several marketing strategies; some examples are group mailings, teaming up with local business for joint promotions, attending events to distribute flyers, more social media posts, addition of "packages" for 2016, installing wind flag banners, and more.

Barkhausen: Two summer camps were held for kids at the park. Kids had a chance to get their hands dirty while digging for buried treasure and trying their luck at orienteering with a compass around the park.

Bay Shore: Camping has been steady, but there is room for growth. Future family fun events at the park would allow for growth and increased opportunity for the department. One step through the 2016 budget will be the addition of reservations for campsites.

State Trails: The trails are in good condition for the summer months. Trail side mowing is complete and weed spraying will be conducted by a contractor in the next two weeks. 2016 will bring an increase in annual and daily fees from the State for use of these trails.

Way Morr: The engineering firm has reported back to the department that the floodplain study is complete and indicates an impact to the current map along the Branch River. This could result in Federal remapping of the floodplain. At this time we are waiting to hear reasonable alternatives before coming to a conclusion to the current floodplain impacts. The Wayside Morrison Lions group has concerns over this, which our department can relate too.

Hunting Approval: The department is looking to host managed hunts within six park areas and one other county property, including: Reforestation Camp, Fonferek's Glen, Neshota, Lily Lake, Barkhausen, Vande Hei, and the Solid Waste location in the Town of Holland. Bow hunting dates are September 12-Jan 3, 2016 and the nine day gun season is November 21-29. No small game hunting is allowed on park lands. (No change from past years, a handout will be available at the meeting)

Bay Shore Dredging: The project did not take place in 2015, as you are aware, due to cold fall temperatures. The project has been rebid and the results are expected to be finalized by July 30th. They will be provided at the meeting for your review and approval.

Marketing:

- Tear drop banners are being made for two park locations as an attractant
- Two display banners are in production for use during park events and local science and health fair events.

Get Outdoors, The Parks Are Yours!!!

Brown County NEW Zoo
Budget Status Report (Unaudited)
6/30/2015

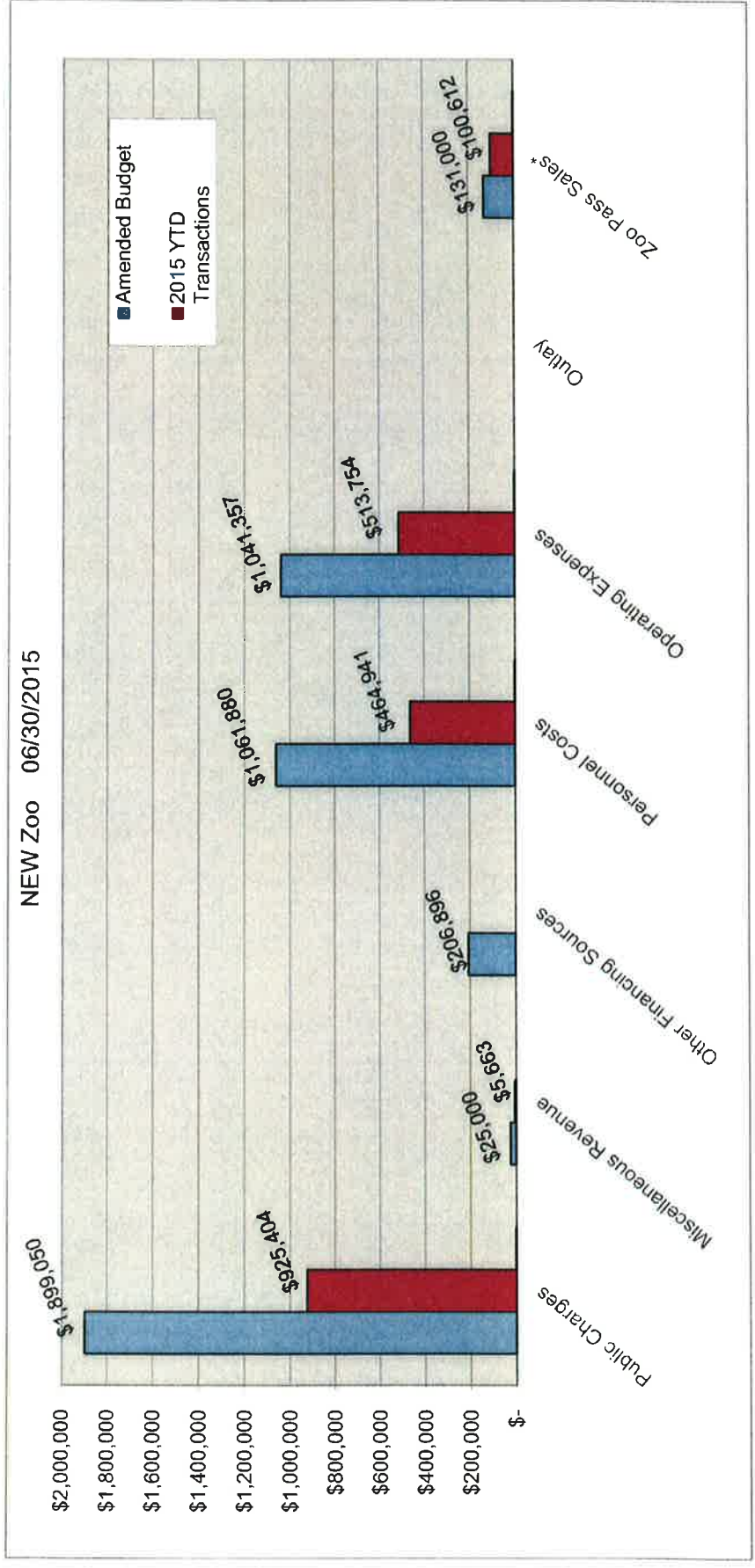
2015

	Amended Budget	2015 YTD Transactions	Percent of Budget	2014 YTD Transactions	2013 YTD Transactions
Public Charges	\$ 1,899,050	\$ 925,404	49%	\$ 855,885	\$ 719,078
Miscellaneous Revenue	\$ 25,000	\$ 5,663	23%	\$ 3,777	\$ 6,713
Other Financing Sources	\$ 206,896	\$ -	0%	\$ 16,400	\$ 11,853
Personnel Costs	\$ 1,061,880	\$ 464,941	44%	\$ 450,201	\$ 421,035
Operating Expenses	\$ 1,041,357	\$ 513,754	49%	\$ 494,799	\$ 501,079
Outlay	\$ -	\$ -		\$ -	\$ 5,644
Zoo Pass Sales*	\$ 131,000	\$ 100,612	77%	\$ 96,880	\$ 79,263
Zoo Attendance		\$ 104,935		\$ 103,678	\$ 99,258

Revenues: Public charges are up slightly from 2014. Attendance numbers are similar to 2014, increase in gift shop revenue.

Expenses: Consistent with 2014. Slightly up due to gift shop renovations and grounds improvements.

*Zoo Pass Sales have been included in Public Charges ~ used for comparison only





Budget by Account Classification Report

Through 06/30/15
Prior Fiscal Year Activity Included
Summary Listing

Account Classification		Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year YTD
Fund 640 - New Zoo										
REVENUE										
Intergov Revenue		.00	.00	.00	.00	.00	.00	.00	+++	.00
Public Charges		1,899,050.00	.00	1,899,050.00	410,821.34	.00	925,403.58	973,646.42	49	855,884.99
Miscellaneous Revenue		25,000.00	.00	25,000.00	1,042.52	.00	5,662.57	19,337.43	23	3,777.49
Other Financing Sources		206,896.00	.00	206,896.00	.00	.00	.00	206,896.00	0	16,400.00
REVENUE TOTALS		\$2,130,946.00	\$0.00	\$2,130,946.00	\$411,863.86	\$0.00	\$931,066.15	\$1,199,879.85	44%	\$876,062.48
EXPENSE										
Personnel Costs		1,061,880.00	.00	1,061,880.00	90,366.22	.00	464,941.34	596,938.66	44	450,201.15
Operating Expenses		1,041,357.00	.00	1,041,357.00	122,986.34	4,418.81	513,754.26	523,183.93	50	494,799.46
Outlay		.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS		\$2,103,237.00	\$0.00	\$2,103,237.00	\$213,352.56	\$4,418.81	\$978,695.60	\$1,120,122.59	47%	\$945,000.61
Fund 640 - New Zoo Totals										
REVENUE TOTALS		2,130,946.00	.00	2,130,946.00	411,863.86	.00	931,066.15	1,199,879.85	44	876,062.48
EXPENSE TOTALS		2,103,237.00	.00	2,103,237.00	213,352.56	4,418.81	978,695.60	1,120,122.59	47	945,000.61
Fund 640 - New Zoo Totals		\$27,709.00	\$0.00	\$27,709.00	\$198,511.30	(\$4,418.81)	(\$47,629.45)	\$79,757.26		(\$68,938.13)
Grand Totals										
REVENUE TOTALS		2,130,946.00	.00	2,130,946.00	411,863.86	.00	931,066.15	1,199,879.85	44	876,062.48
EXPENSE TOTALS		2,103,237.00	.00	2,103,237.00	213,352.56	4,418.81	978,695.60	1,120,122.59	47	945,000.61
Grand Totals		\$27,709.00	\$0.00	\$27,709.00	\$198,511.30	(\$4,418.81)	(\$47,629.45)	\$79,757.26		(\$68,938.13)

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ZOO MONTHLY ACTIVITY REPORT For July 2015

1. Zoo Director Report

FOX 11 programs weekly

Zoo Society meeting held on 7/20/15

Curator report

Operations report

Maintenance report

Education/Volunteer report

Animal Collection Report

July 2015

Edmund, the Canadian lynx kitten born in early May has been spending time on exhibit for regularly scheduled public viewing. His mother Lucy has allowed Zookeepers to "borrow" him for an hour each day. During this time, the Zookeepers are working on forming a bond with the kitten and are also talking with visitors about the species and the role of the NEW Zoo in the Species Survival Program for lynx. Before long, we expect Edmund will be able to follow his mother around the exhibit and will no longer require babysitters.

4 Alpacas were donated to the zoo by Kele Alpaca - a local alpaca farm. The 3 females and 1 male will spend a month off exhibit in our quarantine space before joining the other domestic animals in the Children's Zoo.

A 4 year old endangered Black-footed Ferret has also been added to the collection during July. The USFWS Black-footed Ferret Conservation Center asks that facilities displaying animals retired from the breeding program (the young are released into the wild), keep at least 2 animals for educational display. This ferret, like several others before her, was transported via Lighthawk - an organization that donates flights for conservation (see more at <http://www.lighthawk.org/>). We have timed BF Ferret transports to coincide with EAA on several occasions. The volunteer pilot was flying from California to Oshkosh and was kind enough to stop in Colorado to pick up the hitchhiking ferret.

The NEW Zoo supports conservation in many ways including participating in SSP captive breeding programs, funding field conservation projects and sending staff to help with conservation work in the field. In July, I spent a week assisting the Great Lakes Piping Plover Recovery Effort. Zoo professionals with hand-rearing expertise are recruited from throughout the country to the University of Michigan Biological Station to incubate eggs and rear chicks from nests that were damaged or abandoned in the wild. The Detroit Zoo spearheads the egg rescue and rearing portion of the project in partnership with UM, USFWS, DNR and many other organizations. I was also able to help with monitoring wild nests and banding birds on Lake Superior and Lake Michigan beaches. At one time, only 12 breeding pairs remained of this endangered population of shorebird. This season, 73 pairs of the birds were located - a record since the population was listed as endangered in 1986!

Zookeeper Katie Ferris attended the AZA Felid Husbandry course hosted by the Pittsburgh Zoo this year. The course provides further training to Zookeepers who work with cats and focuses on safety and animal welfare. The experience also offers networking opportunities for Zookeepers.

Zookeeper Jessica Hutjens and I attended the Red Wolf SSP meeting at the Endangered Wolf Center in St. Louis recently. This SSP works closely with the USFWS Red Wolf Recovery Effort. The wild recovery program is currently under review and the future of the species in the wild is uncertain. The SSP is working to encourage and facilitate continuation and expansion of the wild red wolf population.

Zookeeper Katie Ferris organized and, with the help of volunteers and keepers, staffed a Zookeeper Week event during which children could experience aspects of the career and earned a "Junior Zookeeper" certificate. Donations collected will be used to purchase enrichment for the animals.

NEW Zoo Operations Report: June 2015

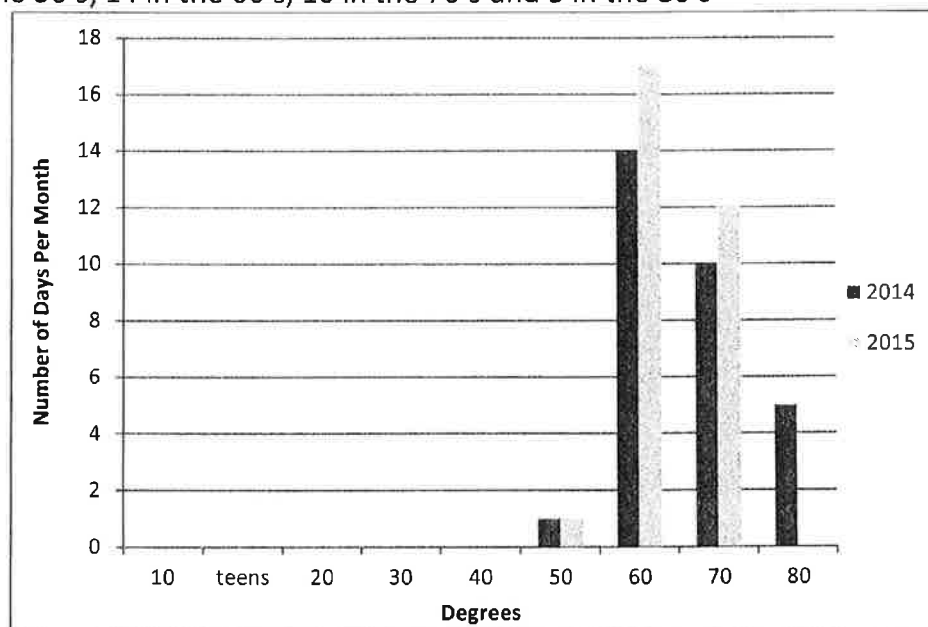
Noteworthy:

Average Temperature recorded at the zoo in June 2015 = 68°F

1 in the 50's, 17 in the 60's, 12 in the 70's

Average Temperature recorded at the zoo in June 2014 = 71°F

1 in the 50's, 14 in the 60's, 10 in the 70's and 5 in the 80's



Lowest temperature for period in June 2015: 59°F Highest Temp: 78°F

Lowest temperature for period in June 2014: 59°F Highest Temp: 87°F

June

- 40,500 guests visited the Zoo this June with more than 43,800 guests in June 2014 (-3,300).
- Zoo passes sales for June 2015 were in excess of \$26,000, equal to that of last June.
- Mayan sales were \$54,604 this June, with sales of \$55,400 last June.
- Gift Shop sales in June 2015 topped \$49,800 compared to \$44,100 last June (+\$5,700).
- We had 3 days of rain this June compared to 2 last June.
- Admissions for the month were down \$13,251 from last June (\$201,002 compared to \$187,751).
- Gift Shop per caps June 2015 = \$1.23, last June = \$1.01
- Mayan per caps June 2015 = \$1.35, last June = \$1.26
- Overall per caps June 2015 = \$4.63, last June \$4.58
- We are down 1257 in attendance compared to last year to date (that translates to \$11,669 in admissions and donations), but year to date we are up \$37,386 in the Gift Shop, up \$13,189 in the Mayan and up \$3,545 in Zoo Pass sales.

Gift Shop, Mayan and Admissions Revenue Monthly Revenue June

Day	Date	Gift Shop	Concessions	Zoo Admissions	Adventure Admissions	Vending	Zoo Pass	Education	Donation	Cons. Funcinal Ev	Attend.	Temp	Weather
mon	1	1,752.92	1,550.40	7,204.00	1,613.11	464.55	510.00	254.00	13.00	5.39	1425	68	1
tues	2	2,642.97	1,710.79	11,916.00	1,528.60	659.01	980.00	485.00	-	1.42	2273	66	1
wed	3	1,896.19	1,516.74	8,394.00	283.80	968.53	830.00	296.00	-	189.82	1712	65	1
thur	4	807.30	824.83	5,257.50	141.37	807.30	625.00	656.00	-	1.66	1069	70	2
fri	5	1,357.77	1,233.98	5,311.00	1,264.99	633.41	515.00	338.00	-	2.74	1069	72	1
sat	6	4,257.57	4,236.54	13,995.00	3,476.30	2,632.36	1,590.00	36.00	-	3.93	2968	63	1
sun	7	430.26	1,068.84	3,355.50	1,230.16	430.26	260.00	6.00	-	0.60	688	78	2
mon	8	1,083.62	907.13	5,387.00	213.11	512.67	1,660.00	1,323.00	-	7.08	1240	62	2
tues	9	1,749.89	1,887.95	4,638.50	982.00	819.37	945.00	132.00	-	5.05	1065	65	1
wed	10	1,855.75	1,822.45	4,678.00	1,205.62	661.29	1,860.00	70.00	-	16.54	1130	75	1
thur	11	840.16	713.81	2,013.50	327.06	1,882.54	635.00	20.00	-	0.34	478	68	3
fri	12	1,100.72	1,328.26	3,940.00	1,233.31	801.67	1,170.00	38.00	170.92	6.52	910	65	1
sat	13	2,054.72	1,734.01	5,454.00	2,208.17	733.75	510.00	8.00	-	6.17	1100	59	2
sun	14	1,483.27	2,409.13	8,285.00	1,421.11	913.79	950.00	46.00	-	10.29	1690	72	2
mon	15	900.09	976.81	3,398.00	706.54	299.70	1,220.00	659.00	-	4.22	786	67	2
tues	16	1,785.24	2,007.76	5,786.00	1,085.65	1,127.05	1,200.00	58.00	-	12.49	1367	74	1
wed	17	1,011.47	1,259.05	4,291.50	822.92	542.67	450.00	258.00	-	4.84	1016	68	1
thur	18	1,330.93	1,294.35	5,044.50	1,353.60	1,031.97	1,250.00	417.00	-	29.16	1091	62	1
fri	19	2,469.29	3,035.27	7,809.00	2,257.79	1,794.44	895.00	152.00	-	15.05	1703	62	1
sat	20	2,712.23	1,779.37	6,358.00	2,427.62	934.27	325.00	106.00	-	11.78	1286	68	3
sun	21	2,876.54	5,701.16	10,930.00	4,478.66	2,095.76	965.00	12.00	-	14.45	3175	75	1
mon	22	285.03	109.30	1,732.00	219.45	92.81	825.00	123.00	-	0.50	351	68	3
tues	23	1,986.72	1,648.94	6,231.50	1,552.16	867.43	600.00	162.00	-	6.44	1403	74	1
wed	24	1,900.11	1,774.45	4,293.00	646.74	674.48	430.00	30.00	-	254.94	972	72	1
thu	25	1,636.85	1,580.14	4,873.00	1,635.29	719.18	1,100.00	14.00	-	10.92	1059	72	1
fri	26	1,623.26	1,919.57	5,163.50	1,882.21	714.83	625.00	4.00	-	26.96	1069	72	1
sat	27	3,054.77	3,686.95	11,814.50	1,860.02	1,392.12	870.00	10.00	-	11.90	2336	68	1
sun	28	2,054.96	2,565.83	9,091.00	2,146.97	2,054.96	455.00	88.00	-	17.80	1773	72	1
mon	29	917.25	1,321.16	6,110.50	904.16	510.23	1,505.00	202.00	-	8.00	1225	65	1
tues	30		999.33	4,996.00	1,634.27	733.03	325.00	354.00	-	4.08	1079	64	2
Total		\$49,866.85	\$54,604.30	\$ 187,751.00	\$ 42,742.76	\$ 28,505.43	\$ 26,080.00	\$ 6,347.00	\$ 183.92	\$ 691.08	\$ -	40,508	68

Weather Key: 1 = Sunny 2 = Overcast 3 = Rain 4 = Snow
Vending Consists: Stroller, Animal Feed, Giraffe, Pepsi, Carousel, Train, Penny Press, Hurricane Simulator, Footsie Wootsie, Telescope

**NEW ZOO
GIFT SHOP, MAYAN
ZOO PASS REVENUE**

**2015 REPORT
2013, 2014 2015**

					2013	2014	2015
Paws & Claws					PER	PER	PER
Gift Shop					CAP	CAP	CAP
	2013	2014	2015	(-)/(+)			
January	\$ 1,055.77	\$ 557.40	\$ 1,149.47	\$ 592.07	\$1.06	\$1.26	0.87147081
February	\$ 1,251.19	\$ 669.96	\$ 1,157.14	\$ 487.18	\$1.45	\$1.25	2.05166667
March	\$ 6,410.95	\$ 4,715.11	\$ 8,770.88	\$ 4,055.77	\$1.07	\$0.96	1.05673253
April	\$ 13,203.95	\$ 10,948.35	\$ 26,629.51	\$ 15,681.16	\$1.26	\$0.82	1.25032914
May	\$ 39,997.32	\$ 37,175.92	\$ 48,037.15	\$ 10,861.23	\$1.08	\$0.92	1.45805712
June	\$ 47,174.03	\$ 44,177.86	\$ 49,886.85	\$ 5,708.99	\$1.08	\$1.01	1.23153081
July	\$ 45,434.44	\$ 50,198.70			\$1.19	\$1.03	
August	\$ 44,070.13	\$ 45,949.76			\$1.06	\$0.99	
September	\$ 16,987.95	\$ 11,962.04			\$0.94	\$0.73	
October	\$ 11,447.06	\$ 8,872.02			\$0.58	\$0.38	
November	\$ 2,392.94	\$ 1,398.38			\$1.37	\$0.92	
December	\$ 1,049.37	\$ 2,611.88			\$1.29	\$1.47	
TOTAL	\$ 230,475.10	\$ 219,237.38	\$ 135,631.00	\$ 37,386.40	\$ 1.05	\$0.91	1.29252394

					2013	2014	2015
Mayan					PER	PER	PER
Taste of Tropic					CAP	CAP	CAP
	2013	2014	2015	(-)/(+)			
January	\$ 1,437.87	\$ 698.79	\$ 1,329.18	\$ 630.39	\$1.44	\$1.58	1.00771797
February	\$ 1,376.70	\$ 934.03	\$ 800.69	\$ (133.34)	\$1.60	\$1.74	1.41966312
March	\$ 4,238.14	\$ 5,601.97	\$ 8,290.85	\$ 2,688.88	\$0.71	\$1.14	0.99889759
April	\$ 12,214.97	\$ 12,402.26	\$ 28,478.23	\$ 16,075.97	\$1.16	\$0.92	1.33713166
May	\$ 38,989.01	\$ 47,658.53	\$ 42,452.78	\$ (5,205.75)	\$1.05	\$1.18	1.28855643
June	\$ 51,184.40	\$ 55,471.02	\$ 54,604.30	\$ (866.72)	\$1.17	\$1.26	1.34798805
July	\$ 48,408.14	\$ 65,770.40			\$1.27	\$1.50	
August	\$ 54,204.81	\$ 56,141.00			\$1.31	\$1.21	
September	\$ 22,329.62	\$ 21,067.21			\$1.24	\$1.28	
October	\$ 17,184.31	\$ 20,106.38			\$0.87	\$0.86	
November	\$ 2,288.80	\$ 1,510.15			\$1.31	\$0.99	
December	\$ 895.70	\$ 2,054.59			\$1.10	\$1.16	
TOTAL	\$ 254,752.47	\$ 289,416.33	\$ 135,956.03	\$ 13,189.43	\$ 1.16	\$1.20	1.29562138

ZOO PASS						
MONTH	2013	2014	2015	(-)/(+)		
January	\$ 2,538.00	\$ 881.00	\$ 1,988.00	\$ 1,107.00		
February	\$ 2,431.00	\$ 2,302.00	\$ 2,320.00	\$ 18.00		
March	\$ 11,066.00	\$ 12,801.00	\$ 15,290.00	\$ 2,489.00		
April	\$ 19,401.00	\$ 21,763.00	\$ 30,070.00	\$ 8,307.00		
May	\$ 25,115.00	\$ 33,474.00	\$ 25,259.00	\$ (8,215.00)		
June	\$ 20,309.00	\$ 26,236.00	\$ 26,080.00	\$ (156.00)		
July	\$ 13,361.00	\$ 15,973.00				
August	\$ 8,702.00	\$ 11,142.00				
September	\$ 6,526.00	\$ 5,512.00				
October	\$ 3,255.00	\$ 3,007.00				
November	\$ 3,075.00	\$ 1,985.00				
December	\$ 10,531.00	\$ 16,351.00				
TOTAL	\$ 126,310.00	\$ 151,427.00	\$ 101,007.00	\$ 3,550.00		

NEW ZOO
ADMISSIONS REVENUE ATTENDANCE
2015 REPORT
2013, 2014 2015

ATTENDANCE

MONTH	2013	2014	2015
January	999	442	1319
February	861	537	564.00
March	5,989	4,910	8300.00
April	10,499	13,425	21298.00
May	37,075	40,506	32946.00
June	43,835	43,858	40508.00
July	38,029	48,534	
August	41,427	46,458	
September	18,024	16,459	
October	19,672	23,299	
November	1,752	1,521	
December	811	1,777	
TOTAL	218,973	241,726	104935.00

ADMISSION & DONATIONS

MONTH	2013	2013	2014	2014	2015	2015	2013	2014	2015
	ADMISSIONS	DONATION BIN	ADMISSIONS	DONATION BIN	ADMISSIONS	DONATION BIN	PER CAP	PER CAP	PER CAP
January	1,520.87	53.76	896.00	127.62	2,312.00	-	\$1.52	\$2.03	\$1.75284
February	1,517.10	-	1,112.00	3.00	1,124.00	-	\$1.76	\$2.07	1.99291
March	16,111.68	89.46	16,242.50	30.36	27,856.00	-	\$2.69	\$3.31	3.356145
April	40,458.27	106.03	41,931.50	-	84,316.50	166.91	\$3.85	\$3.12	3.958893
May	135,610.19	259.08	181,412.00	615.29	150,906.00	659.86	\$3.66	\$4.48	4.5804
June	167,307.94	847.96	201,002.10	510.02	187,751.00	183.92	\$3.82	\$4.58	4.63491
July	155,324.26	408.00	232,705.50	948.94			\$4.08	\$4.79	
August	164,161.23	680.83	210,093.00	1,572.95			\$3.96	\$4.52	
September	67,574.00	-	71,385.50	-			\$3.75	\$4.34	
October	70,718.00	519.88	101,361.50	799.73			\$3.59	\$4.35	
November	6,580.00	-	6,484.50	177.86			\$3.76	\$4.26	
December	2,680.81	10.00	5,776.00	-			\$3.31	\$3.25	
TOTAL	\$829,564.35	\$2,975.00	\$1,070,402.10	\$4,785.77	\$454,265.50	\$1,010.69	\$3.79	\$4.43	4.32902

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NEW Zoo Maintenance Report

July 2015

Mike Rosinsky & Jerry Vincent

Main Projects:

- Installed new chain link fence on side of goat yard, extending the exhibit
- Placed rope fence on both sides of duiker deer pathway
- Cut a training port in the lion den cage
- Welded a cover on the outdoor monkey chute
- Built protective fence around Mayan grilling area
- Power washed and re-stained both lion huts, painted trim
- Replaced split rail in front of lion exhibit with chain link, removed old bushes and planted native grasses
- Painted tortoise fence
- Painted signage around zoo
- Pressure washed pavement in front of Visitor Center and Mayan, cleaning off grime
- Reconditioning brass donor signs
- Removed several hazardous trees in moose yard that could fall on fence
- Built ferret cage for quarantine room/started building nest box for otters

Routine:

- Completed Work Orders-extinguishers, vehicle maintenance, first aid kits, etc. Closed out.
- Restroom and building cleaning
- Monthly pest control via Wilkil
- Daily playground inspection
- Weeding and water flower beds
- Daily blowing off of pathways, picking up garbage, emptying full receptacles
- Assist volunteer gardeners, take out compost
- Mowing in exhibits and around zoo
- Cleaned garbage containers out, power washed lids

NEW ZOO

Brown County

4418 REFORESTATION ROAD
GREEN BAY, WISCONSIN 54313

PHONE (920) 662-2405
E-MAIL KAWSKI_AJ@CO.BROWN.WI.US



ANGELA KAWSKI-KROENING

EDUCATION & VOLUNTEER PROGRAMS COORDINATOR

NEW Zoo & Adventure Park EDUCATION AND VOLUNTEER PROGRAMS REPORT JUNE 2015

Volunteer Hours

2015 Hours	Opportunity	2014 Hours
--	Animal Presentation	4.5
1	Education Program	0
222.5	Giraffe Stand	221.75
92	Horticulture	114
49.25	Husbandry	58.75
21	Office Help	4
1	Mayan Restaurant	2.75
60.5	Special Events	73
76.75	Special Projects	37
11.5	Visitor Center	71
8.25	Zoomobile	
21	Zoo Watch	11
564.75	Total Hours	597.75

Internship Hours

12 interns with us for the June 2015

Total Hours = 1,160.25 hours versus 1,311 in 2014 (*13 interns in 2014*)

Off-Site Programs (Zoomobiles)

12 Zoomobiles in June for 2015 (versus 6 Zoomobiles in June 2014)

Total of \$2,279 versus \$1,114 in 2014

(educated approximately 1,227 people during Zoomobiles in June)

On-Site Programs

Total of 35 programs in June 2015 versus 26 in 2014

Total of estimated \$4,216 versus \$3,391 in 2014

(educated approximately 1,362 in paid on-site programs in June!)

Things to note:

- Girl Scout Day event on 6/76
- Hosted Zoo Snooze overnight program on June 10th
- Hosted 6 Badge in a Day programs for scout groups
- Hosted 7 Wild Encounter programs, including three Giraffe Encounters, 1 Penguin Encounter, and 2 Zookeeper Adventures
 - Trained one Giraffe Volunteer to serve as a Naturalist/Leader for Giraffe Encounter Programs in the future
- Continued registrations for Summer Zoo Camp programs
- Lots of work on Education Department Budget for 2016 by Coordinator
- Lots of preparation work for zoo camp this month!!